

Library Media and Technology

Report Card Line	4 ADVANCED	3 PROFICIENT	2 BASIC	1 MINIMAL
Independently applies library skills	<p>Demonstrates all proficient skills AND:</p> <ul style="list-style-type: none"> Shows exceptional behavior and skills in the library 	<ul style="list-style-type: none"> Independently locates book according to task and/or information from online library catalog Understands how to use a variety of reference materials 	<ul style="list-style-type: none"> Demonstrates some of the proficient skills and requires some teacher help 	<ul style="list-style-type: none"> Demonstrates few of the proficient skills and requires intensive teacher help to do so
Utilizes the research process	<p>Demonstrates all proficient skills AND:</p> <ul style="list-style-type: none"> Completes the process with above-grade level independence Excels in completing all parts of the research process 	<p>Uses a research process:</p> <ul style="list-style-type: none"> Defines given task Lists possible resources and select best to use Locates resources Extracts appropriate information (takes notes in his or her own words) Organizes information and creates the final project Self-evaluates 	<ul style="list-style-type: none"> Demonstrates some of the proficient skills and requires some teacher help 	<ul style="list-style-type: none"> Demonstrates few of the proficient skills and requires intensive teacher help to do so

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Demonstrates understanding of spreadsheet software	Demonstrates all proficient skills AND: <ul style="list-style-type: none"> ▪ Shows exceptional skills in the lab ▪ Exceeds grade-level project expectations ▪ Is able to help others as necessary 	<ul style="list-style-type: none"> ▪ Understands and uses a spreadsheet program to create a graph or chart 	<ul style="list-style-type: none"> ▪ Demonstrates some of the proficient skills and requires some teacher help 	<ul style="list-style-type: none"> ▪ Demonstrates few of the proficient skills and requires intensive teacher help to do so
Demonstrates understanding of presentation software	Demonstrates all proficient skills AND: <ul style="list-style-type: none"> ▪ Shows exceptional skills in the lab ▪ Exceeds grade-level project expectations ▪ Is able to help others as necessary 	<ul style="list-style-type: none"> ▪ Uses presentation software to communicate information or show knowledge; ▪ May include: <ul style="list-style-type: none"> ✓ photo or clipart ✓ background or template ✓ animations & transitions ✓ audio clip ✓ presents information 	<ul style="list-style-type: none"> ▪ Demonstrates some of the proficient skills and requires some teacher help 	<ul style="list-style-type: none"> ▪ Demonstrates few of the proficient skills and requires intensive teacher help to do so

Semester TWO Rubric – GRADE 4
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Utilizes graphic organizer software	Demonstrates all proficient skills AND: <ul style="list-style-type: none"> ▪ Shows exceptional skills in the lab ▪ Exceeds grade-level project expectations ▪ Is able to help others as necessary 	<ul style="list-style-type: none"> ▪ Uses graphic organizer program to pre-write and/or take notes from a source 	<ul style="list-style-type: none"> ▪ Demonstrates some of the proficient skills and requires some teacher help 	<ul style="list-style-type: none"> ▪ Demonstrates few of the proficient skills and requires intensive teacher help to do so
Utilizes word processing software	Demonstrates all proficient skills AND: <ul style="list-style-type: none"> ▪ Shows exceptional skills in the lab ▪ Is able to help others as necessary 	<ul style="list-style-type: none"> ▪ Independently uses a word processing program and its editing features to publish a piece of writing <ul style="list-style-type: none"> ✓ Spell check ✓ Centered Title ✓ Change Font size/style ✓ Bold ✓ Underline 	<ul style="list-style-type: none"> ▪ Demonstrates some of the proficient skills and requires some teacher help 	<ul style="list-style-type: none"> ▪ Demonstrates few of the proficient skills and requires intensive teacher help to do so

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Report Card Line	4 ADVANCED	3 PROFICIENT	2 BASIC	1 MINIMAL
Demonstrates keyboarding techniques and skills	<p>Demonstrates all proficient skills AND:</p> <ul style="list-style-type: none"> ▪ Demonstrates keyboarding techniques and skills above grade level expectation ▪ Keeps eyes on copy 	<ul style="list-style-type: none"> ▪ Demonstrates knowledge of basic keyboarding techniques and skills <ul style="list-style-type: none"> ✓ Correct posture (hands, fingers, body) ✓ Uses home row keys with correct fingers 	<ul style="list-style-type: none"> ▪ Demonstrates some of the proficient skills and requires some teacher help 	<ul style="list-style-type: none"> ▪ Demonstrates few of the proficient skills and requires intensive teacher help to do so
Accesses information appropriately from the Internet	<p>Demonstrates all proficient skills AND:</p> <ul style="list-style-type: none"> ▪ Shows exceptional navigational skills in the lab ▪ Is able to help others as necessary ▪ Remains focused on appropriate information 	<ul style="list-style-type: none"> ▪ Access and uses an on-line resource such as Badger Link, online encyclopedia, or pre-selected Internet site 	<ul style="list-style-type: none"> ▪ Demonstrates some of the proficient skills and requires some teacher help 	<ul style="list-style-type: none"> ▪ Demonstrates few of the proficient skills and requires intensive teacher help to do so