

**Massachusetts Academy of Mathematics and Science at WPI
Technology Rubric**

| Criteria | 4 | 3 | 2 | 1 |
|-------------------------------|---|---|--|--|
| <i>Help Systems</i> | Proactively utilizes appropriate help, manuals and documents to successfully work with the technology. | Utilizes suggested help resources. | Utilizes appropriate help resources but occasionally needs outside assistance. | Needs outside assistance to use technology. |
| <i>File Management</i> | Fully understands and is able to maneuver throughout file system. | Has the ability to maneuver throughout file system. Has basic understanding of file management. | Has the ability to maneuver throughout file system with some assistance. | Often needs assistance with file management. |
| <i>Software</i> | Chooses and uses an appropriate tool or resource without teacher assistance. | Chooses and uses an appropriate tool or resource, occasionally requiring teacher assistance. | Chooses appropriate tool or resource, often requiring teacher assistance. | Needs teacher assistance in choice and use of appropriate software. |
| <i>Hardware</i> | Solves most hardware and network problems that occur during everyday use. | Solves basic hardware, software, and network problems that occur during everyday use. | Inconsistently solves basic hardware, software, and network problems that occur during everyday use. | Rarely solves basic hardware, software, and network problems that occur during everyday use. |
| <i>Local Network</i> | Fully utilizes network resources appropriately. | Able to utilize some network resources. | Occasionally needs assistance using network resources. | Rarely able to negotiate network without assistance. |
| <i>Collect</i> | Able to conduct an advanced search and knows how to fully evaluate information from a variety of sources. | Able to conduct an advanced search and is able to evaluate information from select sources. | Able to conduct a simple search. Does not fully consider validity of information. | Needs assistance to conduct a simple search. |

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|-----------------------------------|---|--|---|--|
| <i>Present and Publish</i> | Uses a variety of media and formats to design, develop, and present products that communicate effectively to intended audience. | Uses select technologies to design, develop, and present products that effectively communicate ideas to intended audience. | Uses assigned technology, with some assistance, to communicate ideas to audience. | Needs assistance to utilize technology appropriately to present ideas fully. |
| <i>Communicate</i> | Uses a variety of communication tools to exchange information with peers, experts, and other audiences. | Uses select communication tools to communicate with peers. Sometimes communicates with experts and other audiences. | Uses limited communication tools to communicate with peers. | Uses basic communication tools, with assistance, to exchange information with peers. |
| <i>Ethical Use</i> | Follow Acceptable Use Policy and makes ethical decisions in the use of technology. Considers all ethical implications. | Follow Acceptable Use Policy and makes good ethical decisions in the use of technology. Considers most ethical implications. | Follows Acceptable Use Policy and makes poor ethical decisions. | Does not follow Acceptable Use Policy by making unethical decisions. |