### Career Investigations Rubric

**Task Description:** See directions on individual career investigations handout.

<table>
<thead>
<tr>
<th>Criteria</th>
<th>weight</th>
<th>Exemplary</th>
<th>Accomplished</th>
<th>Developing</th>
<th>Beginning</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Time Management</strong></td>
<td>10%</td>
<td>Yes</td>
<td>Yes, but</td>
<td>No, but</td>
<td>No</td>
</tr>
<tr>
<td></td>
<td></td>
<td>□ Some assignments are completed ahead of time</td>
<td>□ All assignments are turned in by due dates</td>
<td>□ Some assignments are turned in by due dates</td>
<td>□ Assignments are not turned in by due date, or some assignments are not turned in at all</td>
</tr>
<tr>
<td><strong>Sources</strong></td>
<td>10%</td>
<td>□ Exceeds number of sources assigned</td>
<td>□ Includes the number of assigned sources</td>
<td>□ Fewer sources used than required</td>
<td>□ No documented sources used</td>
</tr>
<tr>
<td></td>
<td></td>
<td>□ Variety of sources (electronic, book, magazine, journal, etc.)</td>
<td>□ Some variety of sources</td>
<td>□ Little variety of sources</td>
<td>□ All sources are of the same type</td>
</tr>
<tr>
<td></td>
<td></td>
<td>□ Sources are factual</td>
<td>□ Sources are factual</td>
<td>□ Sources have facts and opinions; some opinions are presented as facts</td>
<td>□ Sources blur the distinction between fact and opinion</td>
</tr>
<tr>
<td><strong>Documentation of Sources</strong></td>
<td>10%</td>
<td>□ Complete and in correct form</td>
<td>□ Mostly complete and in correct form</td>
<td>□ Not complete and some not correct</td>
<td>□ Sources are not included</td>
</tr>
<tr>
<td><strong>Relevance of Sources</strong></td>
<td>10%</td>
<td>□ Sources elaborate and/or extend</td>
<td>□ Information meets requirements of assignment</td>
<td>□ Information does not meet the requirements of the assignment</td>
<td>□ Information adds nothing</td>
</tr>
<tr>
<td></td>
<td></td>
<td>□ Sources are appropriate for topic</td>
<td>□ Most sources are appropriate for topic</td>
<td>□ Some sources are inappropriate for topic</td>
<td>□ Sources are inappropriate for topic</td>
</tr>
<tr>
<td></td>
<td></td>
<td>□ Current information is used</td>
<td>□ Current information is used</td>
<td>□ Current and outdated material is used</td>
<td>□ Outdated material is used</td>
</tr>
<tr>
<td><strong>Content of Finished Product</strong></td>
<td>40%</td>
<td>□ In-depth coverage of topic</td>
<td>□ Displays an understanding of topic</td>
<td>□ Little understanding of topic</td>
<td>□ No understanding of topic</td>
</tr>
<tr>
<td></td>
<td></td>
<td>□ Thoughtful analysis of topic</td>
<td>□ Basis analysis of topic</td>
<td>□ Minimal or general analysis of topic</td>
<td>□ Analysis vague or not evident</td>
</tr>
<tr>
<td></td>
<td></td>
<td>□ Expands research by examining related topics</td>
<td>□ Content is comprehensive and accurate</td>
<td>□ Does not cover entire topic; some inaccuracies</td>
<td>□ Little support of topic</td>
</tr>
<tr>
<td></td>
<td></td>
<td>□ Reader gains important insights</td>
<td>□ Reader gains some insights</td>
<td>□ Reader gains few insights</td>
<td>□ Reader is confused or misinformed</td>
</tr>
</tbody>
</table>

Career investigations
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<table>
<thead>
<tr>
<th>Organization</th>
<th>Mechanical/Format</th>
</tr>
</thead>
<tbody>
<tr>
<td>10%</td>
<td>10%</td>
</tr>
</tbody>
</table>

- **Organization**: 10%
  - Creative and thoughtful arrangement of ideas
  - Logical arrangement of ideas
  - Organization required little creative thought
  - Organization lacking or confusing
  - Creative and thoughtful arrangement of ideas
  - Logical arrangement of ideas
  - Organization required little creative thought
  - Organization lacking or confusing
  - Arranges without teacher’s help
  - Makes clear connections among ideas
  - Makes connections among ideas
  - Connections may be awkward
  - Arranges without teacher’s help
  - Makes clear connections among ideas
  - Makes connections among ideas
  - Connections may be awkward
  - Arranges without teacher’s help
  - Makes clear connections among ideas
  - Makes connections among ideas
  - Connections may be awkward

- **Mechanics/Format**: 10%
  - Correct format
  - Correct format
  - Format less than correct
  - Incorrect format
  - Superior sentence structure and vocabulary
  - Good sentence structure and vocabulary
  - Little variety in sentence type and word choices
  - No variety in sentence type; simple word choice
  - Correct grammar, usage, mechanics, and spelling
  - Mostly correct grammar, usage, mechanics, and spelling
  - Some errors in grammar, usage, mechanics, and spelling
  - Errors in grammar, usage, mechanics, and spelling distract from readability
  - Appropriate length
  - Appropriate length
  - Too long or too short
  - Much too long or too short

Assignment Score: ______ + Beyonder/Bonus ______ = Final Score ______