Rubric for Research – Choosing a Career in Education and Training

Task Description: You will research a career in Education and Training that you might be interested in. Your research will include:

- Determination of where you would like to work and live
- Entry level education requirements
- Identifying employment trends, job growth and salary options
- Leadership skills needed for the position
- Post-secondary education options
- Qualifications for the position
- Teamwork skills needed for the position
- Work environment

<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>☐ Some assignments completed ahead of time</td>
<td>☐ All assignments turned in by due dates</td>
<td>☐ Some assignments are turned in by due dates</td>
<td>☐ Assignments are not turned in by due dates, 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 or journal)</td>
<td>☐ Most sources are factual</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>☐ Some variety of sources</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>☐ Mostly current information is used</td>
<td>☐ Current and outdated material is used</td>
<td>☐ Outdated material is used</td>
</tr>
</tbody>
</table>
| Content of Finished Product | 40% | □ In-depth coverage of topic  
□ Thoughtful analysis of topic  
□ Expands research by examining related topics  
□ Reader gains important insights | □ Displays an understanding of topic  
□ Basic analysis of topic  
□ Content is comprehensive and accurate  
□ Reader gains some insights | □ Little understanding of topic  
□ Minimal or general analysis of topic  
□ Does not cover entire topic; some inaccuracies  
□ Reader gains few insights | □ No understanding of topic  
□ Analysis vague or not evident  
□ Little support of topic  
□ Reader is confused or misinformed |
|-----------------------------|-----|-----------------------------------------------------------------------------------------------------------------|-------------------------------------------------|-------------------------------------------------|-------------------------------------------------|
| Organization                | 10% | □ Creative and thoughtful arrangement of ideas  
□ Makes clear connections among ideas  
□ Arranges without teacher’s help | □ Logical arrangement of ideas  
□ Makes connections among ideas  
□ May need teacher’s suggestions | □ Organization required little creative thought  
□ Connections may be awkward  
□ Some progress is teacher directed | □ Organization lacking or confusing  
□ Poor connections  
□ All progress is teacher directed |
| Mechanics/Format            | 10% | □ Correct format  
□ Superior sentence structure and vocabulary  
□ Correct grammar, usage, mechanics and spelling  
□ Preferred length | □ Mostly correct format  
□ Good sentence structure and vocabulary  
□ Mostly correct grammar, usage, mechanics and spelling  
□ Appropriate length | □ Format less than correct  
□ Little variety in sentence type and word choices  
□ Some errors in grammar, usage, mechanics and spelling  
□ Too long or too short | □ Incorrect format  
□ No variety in sentence type; simple word choices  
□ Errors in grammar, usage, mechanics and spelling distract from readability  
□ Much too long or too short |

Assignment Score ____________  +  Beyonder/Bonus ____________  =  Final Score ____________