

# Computer Education Achievement Rubric for Knollwood Report Card Grade 4

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Performance Indicators	Rubric
Demonstrates effective input of text and data using proper techniques	<p style="text-align: center;">3</p> <ul style="list-style-type: none"> <li>• Uses proper posture and hand placement when typing</li> <li>• Consistently improves typing speed</li> <li>• Consistently improves typing accuracy</li> </ul>
	<p style="text-align: center;">2</p> <ul style="list-style-type: none"> <li>• Occasionally crosses center of keyboard with hands or uses two-finger typing</li> <li>• Typing speed remains static over an extended time period</li> <li>• Accuracy may fluctuate over time</li> </ul>
	<p style="text-align: center;">1</p> <ul style="list-style-type: none"> <li>• Continuously uses two-finger typing</li> <li>• Few computer keys memorized</li> </ul>
	<p style="text-align: center;">E</p> <ul style="list-style-type: none"> <li>• Accurately touch-types without looking at his/her hands</li> <li>• Efficient typing speed and accuracy is consistently exhibited</li> </ul>
Navigates to and within computer applications in order to organize information	<p style="text-align: center;">3</p> <ul style="list-style-type: none"> <li>• Follows procedures to start application</li> <li>• Uses appropriate feature</li> <li>• Creates and organizes information to produce a product</li> <li>• Teacher directs students to experiment with features</li> <li>• Saves correctly to a private computer folder</li> </ul>
	<p style="text-align: center;">2</p> <ul style="list-style-type: none"> <li>• Follows some procedures to start application</li> <li>• Navigates through application using some appropriate features</li> <li>• Completes assignment with assistance</li> <li>• Almost always saves correctly to a private computer folder</li> </ul>

	<p style="text-align: center;">1</p> <ul style="list-style-type: none"> <li>• Student can access information from desktop computer with prompting</li> <li>• Occasionally saves correctly to a private computer folder</li> <li>• Student saves work with the default file name</li> </ul>
	<p style="text-align: center;">E</p> <ul style="list-style-type: none"> <li>• At times is able to be an expert helper to others to support their learning</li> <li>• Experiments with advanced features in application</li> <li>• Inquires about new technology</li> <li>• Can open multiple documents</li> </ul>
<p>Describes and practices safe and effective use of online resources and search engines</p>	<p style="text-align: center;">3</p> <ul style="list-style-type: none"> <li>• Can identify the parts of a URL address and correctly type a web address</li> <li>• Gives credit to a source and does it appropriately</li> <li>• Uses search engines to search for information</li> <li>• Understands the importance of appropriate student behavior on the Internet</li> <li>• Consistently exhibits appropriate student behavior on the Internet</li> </ul>
	<p style="text-align: center;">2</p> <ul style="list-style-type: none"> <li>• Occasionally locates useful information on the Internet by browsing</li> <li>• Occasionally gives credit to a source</li> <li>• With assistance uses search engines to search for information</li> <li>• Can describe safe Internet practice but application is sporadic</li> </ul>
	<p style="text-align: center;">1</p> <ul style="list-style-type: none"> <li>• Exhibits limited knowledge and skills associated with browsers, search engines, and/or web sites</li> <li>• Copies and pastes images and text without acknowledging a source</li> <li>• Initiates inappropriate web searches</li> </ul>
	<p style="text-align: center;">E</p> <ul style="list-style-type: none"> <li>• Navigates between multiple open windows simultaneously</li> <li>• Analyzes the results of a search, picking the most appropriate sites to visit first</li> <li>• Quickly finds detailed information on topic</li> </ul>