

IT Online Portfolio Rubrics

General Portfolio Rubric

This portion of the rubric applies to all sections of the portfolio.

	Pass	Needs Minor Revision	Needs Significant Revisions
Clarity & Style	The web portfolio contains no errors in English grammar or spelling. Transitions between ideas in the rationale statements are clear. Organization of writing is specified and followed. APA style is accurately followed.	The web portfolio contains minor grammatical error. There are some instances where transitions are missing. There are some areas where the organization of ideas is not clear. There are minor APA errors	The web portfolio is unclear and unacceptable and does not follow APA style.
Comments			
Sound Visual Design	The web portfolio is presented in a professional manner following sound visual design principles that convey information about the author in a meaningful manner.	The web portfolio is presented in a professional manner following sound visual design principles.	The web portfolio does not follow sound visual design principles.
Comments			
Usability	The user is able to interact with the web portfolio with ease because there are no broken links and there is a sound navigation structure.	The user is able to interact with the web portfolio with ease because there are no broken links, however navigation is confusing at times.	It is difficult for the user to interact with the web portfolio because of broken links and lack of a coherent navigation structure.
Comments			
Objectivity	Each section of the portfolio is presented in a manner that the candidate engaged in a thorough assessment	Most sections of the portfolio are presented in a manner that the candidate engaged in a thorough assessment	The portfolio is not presented in a manner that the candidate engaged in a thorough

	of their strengths and weakness that show awareness for continued professional growth aligned to professional standards.	of their strengths and weakness that show awareness for continued professional growth.	unbiased assessment of their work.
Comments			

Professional Statement Rubric

This portion of the rubric applies to your professional statement.

	Pass	Needs Minor Revision	Needs Significant Revisions
Career Goal Statement	The candidate provides a clear career goal statement that provides concrete planning for future job related activities.	The candidate provides a clear career goal statement.	The candidate does not provide clear career goal statement and/or does not provide concrete planning for job related activities.
Comments			
Professional Statement	The candidate provides an insightful personal reflection that synthesizes personal understanding with existing literature.	The candidate provides a personal reflection with some citations to existing literature.	The candidate's personal reflection lacks depth and no link to existing literature.
Comments			
Analysis of Professional Standards, Competencies, and Professional Development	The candidate provides a clear and accurate summary of a set of professional standards in the field. Conducts an analysis of own competencies based on the professional standards. Provides detailed plan for how to continue professional growth in the field.	The candidate provides an accurate summary of a professional standard in the field. Conducts an analysis of own competencies based on the professional standards.	The candidate does not provide a summary of professional standards. Does not conduct an analysis of competencies based on professional standards. Does not discuss a plan for how to continue professional growth in the field.

Comments	
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Resume

This portion of the rubric applies to your resume.

	Pass	Needs Minor Revisions	Needs Significant Revisions
Currency and Accuracy	The candidate includes his/her goals, educational history, work experiences, and permanent address and email information that are current and accurate.	The candidate includes his/her goals, educational history, work experiences, and permanent address and email information, but some items are outdated and/or inaccurate.	The candidate does not include his/her goals, educational history, work experiences, or permanent address and email information that are current and accurate.
Comments			

Theoretical Knowledge in the Field

This portion of the rubric applies to your artifact choices and rationale of the knowledge in the field section.

	Pass	Needs Minor Revisions	Needs Significant Revisions
Artifact Description and Entry Rationale	The candidate thoroughly explains how the chosen artifacts demonstrate both breadth and depth of his/her theoretical knowledge in the field.	The candidate explains how the chosen artifacts demonstrate both breadth and depth of his/her theoretical knowledge in the field, but there are some ideas that are not clearly explained.	The candidate does not clearly explain how the chosen artifacts demonstrate breadth or depth of his/her theoretical knowledge in the field.
Comments			
Alignment to Career Goals and Standards	The candidate thoroughly explains how his/her knowledge in the field fits into future career goals	The candidate explains how his/her knowledge in the field fits into future career goals and mastery of professional standards,	The candidate does not clearly explain how his/her knowledge in the field fits into future career goals

	and mastery of professional standards	but there are some ideas that are not clearly explained.	and/or mastery of professional standards
Comments			

Learning Environments Design Rubric

This portion of the rubric applies to your artifact choices and rationale of the learning environments design section.

	Pass	Needs Minor Revisions	Needs Significant Revisions
Artifact Description and Entry Rationale	The candidate thoroughly explains how the chosen artifacts demonstrate his/her ability to design learning environments and how s/he will continue to engage in design in future practice.	The candidate explains how the chosen artifacts demonstrate his/her ability to design learning environments and how s/he will continue to engage in design in future practice, but there are some ideas that are not clearly explained.	The candidate does not clearly explain how the chosen artifacts demonstrate his/her ability to design learning environments and/or explain how they will continue to engage in design in future practice.
Comments			
Alignment to Career Goals and Standards	The candidate thoroughly explains how his/her ability to design learning environments fits into future career goals and mastery of professional standards.	The candidate explains how his/her ability to design learning environments fits into future career goals and mastery of professional standards, but there are some ideas that are not clearly explained.	The candidate does not clearly explain how his/her ability to design learning environments fits into future career goals and mastery of professional standards
Comments			

Collaborative Leader in the Field Rubric

This portion of the rubric applies to your artifact choices and rational of the collaborative leader in the field section.

	Pass	Needs Minor Revisions	Needs Significant Revisions
Artifact Description and Entry Rationale	The candidate thoroughly explains how the chosen artifacts demonstrate his/her collaborative leadership style and how s/he will continue to be an effective leader in future practice.	The candidate explains how the chosen artifacts demonstrate his/her collaborative leadership style and how s/he will continue to be an effective leader in future practice, but there are some ideas that are not clearly explained.	The candidate does not clearly explain how the chosen artifacts demonstrate his/her collaborative leadership style and/or how s/he will continue to be an effective leader in future practice.
Comments			
Alignment to Career Goals and Standards	The candidate thoroughly explains how his/her collaborative leadership style fits into future career goals and mastery of professional standards.	The candidate explains how his/her collaborative leadership style fits into future career goals and mastery of professional standards, but there are some ideas that are not clearly explained.	The candidate does not explain how his/her collaborative leadership style fits into future career goals and mastery of professional standards
Comments			

Ethical Practice Rubric

This portion of the rubric applies to your artifact choices and rational of the ethical practice section.

	Pass	Needs Minor Revisions	Needs Significant Revisions
Artifact Description and Entry Rationale	The candidate thoroughly explains how the chosen artifacts demonstrate his/her ethical commitments and how	The candidate explains how the chosen artifacts demonstrate his/her ethical commitments and how those commitments	The candidate does not clearly explain the chosen artifacts demonstrate his/her ethical commitments and how those

	those commitments will influence future practice field.	will influence future practice, but there are some ideas that are not clearly explained.	commitments will influence future practice in the field.
Comments			
Alignment to Career Goals and Standards	The candidate thoroughly explains how his/her ethical commitments fit into future career goals and mastery of professional standards.	The candidate explains how his/her ethical commitments fit into future career goals and mastery of professional standards, but there are some ideas that are not clearly explained.	The candidate does not clearly explain how his/her ethical commitments fit into future career goals and mastery of professional standards
Comments			

Assessment and Evaluation Rubric

This portion of the rubric applies to your artifact choices and rationale of the assessment and evaluation section.

	Pass	Needs Minor Revisions	Needs Significant Revisions
Artifact Description and Entry Rationale	The candidate thoroughly explains how the chosen artifacts demonstrate his/her experiences with assessment and evaluation how those experiences will influence future practice.	The candidate explains how the chosen artifacts demonstrate his/her experiences with assessment and evaluation and how those experiences will influence future practice, but there are some ideas that are not clearly explained.	The candidate does not clearly explain how the chosen artifacts demonstrate his/her experiences with assessment and evaluation and how those experiences will influence future practice.
Comments			
Alignment to Career Goals and Standards	The candidate thoroughly explains how his/her experiences with assessment and evaluation fit into future career goals	The candidate explains how his/her experiences with assessment and evaluation fit into future career goals and mastery of	The candidate does not clearly explain how his/her experiences with assessment and evaluation fit into future career goals

	and mastery of professional standards.	professional standards, but there are some ideas that are not clearly explained.	and mastery of professional standards
Comments			

Multimedia for Learning Rubric

This portion of the rubric applies to your artifact choices and rationale of the assessment and evaluation section.

	Pass	Needs Minor Revisions	Needs Significant Revisions
Artifact Description and Entry Rationale	The candidate thoroughly explains how the chosen artifacts demonstrate his/her experiences with multimedia development and how those experiences will influence future practice.	The candidate explains how the chosen artifacts demonstrate his/her experiences with multimedia developments for learning and how those experiences will influence future practice, but there are some ideas that are not clearly explained.	The candidate does not clearly explain how the chosen artifacts demonstrate his/her experiences and how those experiences will influence future practice.
Comments			
Alignment to Career Goals and Standards	The candidate thoroughly explains how his/her experiences with multimedia and learning fit into future career goals and mastery of professional standards.	The candidate explains how his/her experiences with multimedia development for learning fit into future career goals and mastery of professional standards, but there are some ideas that are not clearly explained.	The candidate does not clearly explain how his/her experiences with multimedia development for learning fit into future career goals and mastery of professional standards
Comments			

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