

Section: Last Name: First Name				Advanced Business and Personal Finance Rubric: Keys to Understanding		
School Expectations	Specific Criteria	4 Points/Advanced	3 Points/Proficient	2 Points/Needs Improvement	1 Point/Failing	Teacher Eval
A.1 Actively and critically reading, listening, and observing. A.2 Asking appropriate questions. P.1 Assimilating and organizing information. P.3 Drawing inferences and making conclusions.	Formatting and Inputting Text	1. All questions are answered in complete sentences. 2. Answers always reflect an understanding of the concepts presented in class, and in the course text. 3. Text formatting in Google Documents is always clear, highly readable, and consistent 4. The title and file name are always short and logical.	1. All questions are answered in complete sentences. 2. Answers generally reflect an understanding of the concepts presented in the class, and in the course text. 3. Text formatting in Google Documents is mostly clear, highly readable, and consistent 4. The title and file name are mostly short and logical.	1. Some questions are answered in complete sentences. 2. Answers somewhat reflect an understanding of the concepts presented in the class, and in the course text. 3. Some of the time formatting of text in Google Documents is clear and highly readable 4. The title and file name are not short and logical, or missing.	1. Not all questions are answered, or answers are not written in complete sentences. 2. Answers don't reflect an understanding of the concepts presented in the class, or in the course text. 3. Text formatting in Google Documents is unclear and bordering on unreadable 4. The title and file names are missing.	
A.1 Actively and critically reading, listening, and observing.	Proofreading	0 - 1 uncorrected errors	2 - 3 uncorrected errors	4 - 5 uncorrected errors	7 or more uncorrected errors	
A.2 Asking appropriate questions. P.4 Creating and designing unique solutions to problems and challenges.	Completeness	Completed in allotted time	75% completed	50% completed	Less than 50% completed	
C.3 Using technology to present information.	Application of Technology	Information is accurately entered into Google Documents as per instructions; Hardcopy is submitted and is accurate.	Information is accurately entered into Google Documents as per instructions; Hardcopy is submitted and is mostly accurate.	Information is accurately entered into Google Documents as per instructions; Hardcopy is submitted and is somewhat accurate. Presentation is sub-standard.	Information is not accurately entered into Google Documents as per instruction. Presentation is sub-standard.	
P.1 Assimilating and organizing information.	Organizational Skills	Begins task immediately	At task with minimum delay	At task with some delay	At task with major delay	
Comments:					Grade	
Grade Scale	4 = A	3 = B	2 = C	1 = D-F		