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First Name	Business and Personal Finance Rubric: Research-Based Approach to Buying
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		Advanced	3 Points/Proficient	2 Points/Needs Improvement	1 Point/Failing	Teacher Eval
<p>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.</p>	Formatting and Inputting Text Information and Formulas	<p>1. Correct input of text 2. All text placed in correct cells 3. Correct application of Excel formulas 4. Consistent formatting of text 5. Correct title and file name</p>	<p>1. Correct input of text 2. Correct application of Excel formulas 3. Consistent formatting of text 4. Correct title and file name</p>	<p>1. Correct input of text 2. Correct application of Excel formulas 3. Consistent formatting of text</p>	Typed part of the assignment	
<p>A.1 Actively and critically reading, listening, and observing.</p>	Proofreading	0 - 1 uncorrected errors	2 - 3 uncorrected errors	4 - 5 uncorrected errors	7 or more uncorrected errors	
<p>A.2 Asking appropriate questions. P.4 Creating and designing unique solutions to problems and challenges.</p>	Completeness	Completed in allotted time	75% completed	50% completed	Less than 50% completed	
<p>A.3 Conducting independent research. A.4 Using appropriate technologies to locate and retrieve information.</p>	Application of Technology	<p>Project reflects effective use of Internet research skills. Information is accurately entered into MS Excel and MS Word as per instructions; Hardcopy is submitted and is accurate.</p>	<p>Project reflects effective use of Internet research skills. Information is accurately entered into MS Excel and MS Word as per instructions; Hardcopy is submitted and is mostly accurate.</p>	<p>Project reflects somewhat effective use of Internet research skills. Information is accurately entered into MS Excel and MS Word as per instructions. Hardcopy is submitted and is mostly accurate. Presentation is sub-standard.</p>	<p>Project does not reflect effective use of Internet research skills. Information is not accurately entered into MS Excel and MS Word as per instruction. Presentation is sub-standard.</p>	
<p>P.1 Assimilating and organizing information</p>	Organizational Skills	Begins task immediately	At task with minimum delay	At task with some delay	At task with major delay	
						Grade
Grade Scale	4 = A	3 = B	2 = C	1 = D-F		