

Criteria		Performance			Weight	Comments
1	Make sure the Home slide names the field trip destination and shows its parts.	The Home slide names the field trip destination and defines four logical parts. <u>10</u> 9	One or two components are missing from the Home slide. 8 <u>7</u> 6	More than two components are missing from the Home slide. 5 4 3 2 1 <u>0</u>	1	
2	Use vivid language to describe each part of the field trip.	Vivid language is used to describe the field trip. <u>10</u> 9	The field trip is described with good word choice. 8 <u>7</u> 6	The field trip is poorly described. 5 4 3 2 1 <u>0</u>	1	
3	Use images, and possibly other media to make the field trip 'come alive' for the viewer.	All four parts are well explained with images. <u>10</u> 9	At least three parts are explained with images. 8 <u>7</u> 6	Fewer than three parts are explained with images. 5 4 3 2 1 <u>0</u>	4	
4	Use the Internet to locate media such as image, video, and audio files.	The Internet was used independently to obtain relevant media files. <u>10</u> 9	The Internet was used with assistance to obtain relevant media files. 8 <u>7</u> 6	Relevant media files were not obtained. 5 4 3 2 1 <u>0</u>	4	
5	Manage your files by saving them in a project folder.	A project folder contains all of the multimedia files. <u>10</u> 9	A project folder contains some of the multimedia files. 8 <u>7</u> 6	The multimedia files are not organized in a folder. 5 4 3 2 1 <u>0</u>	1	
6	Choose design elements to make your presentation	The product is attractive, readable, and usable. <u>10</u> 9	Most aspects of the design are effective. A few are distracting. 8 <u>7</u> 6	The design hinders communication. 5 4 3 2 1 <u>0</u>	3	
7	Use tools in PowerPoint to compose, revise, and edit your text.	The final text is fully edited. <u>10</u> 9	There are minor errors in the final text. 8 <u>7</u> 6	There are many errors in the final text. 5 4 3 2 1 <u>0</u>	1	
8	Make sure all the media sources used are acknowledged on the final slide.	References are provided for all media copied from the Web. <u>10</u> 9	Some accurate media references are provided. 8 <u>7</u> 6	The media references are missing or are inaccurate. 5 4 3 2 1 <u>0</u>	2	

Technology Literacy Assessment: / 100%