

WCIT IT Curriculum Development Toolkit

Step 5: Assignment Sample Rubric

Aligning your Assessment to Skill Standards

One good reason to use a rubric is that it helps you to see clearly where you're teaching the IT skill standards and how you're assessing them, especially the soft skills which are always hard to describe and assess. The activities and performance indicators described in the skill standards can easily be translated into categories for assessment in your rubric. Take a look at the example below.

The Sample Activity-- **Careers in Network Design and Administration**--gives students practice in the following areas knowledge and skill areas even though the Critical Work Function is not directly being taught. IT skill standards contain knowledge and skills that span skills needed for job success in all careers.

NWCET IT Skill Standards (Critical Function and Key Activity)	NWCET IT Skill Standards Technical Knowledge	NWCET IT Skill Standards Employability Skills	NWCET IT Skill Standards Performance Indicators
Critical Work Function A: Perform Analysis/Design Key Activity A5: Research technical alternatives and analyze technical options	<ul style="list-style-type: none"> • Knowledge of key sources of information • Knowledge of research techniques and procedures • Ability to assess sources of information 	<ul style="list-style-type: none"> • Ability to accurately summarize and document information • Ability to gather, synthesize and interpret data 	<ul style="list-style-type: none"> • Report is understandable by non-technical audience • Ease of use is evaluated from the user perspective

Assessment Rubric for Sample Activity—you can see how items such as the performance criteria above are integrated into the performance level descriptors in the top row of the following analytical rubric.

Performance Levels / Categories of Activity	Excellent (a non-technical reader gets a very good understanding)	Needs Some Improvement (a non-technical reader gets a limited understanding information either because information is missing or the report is not clear)	Needs a lot of Improvement (a non-technical reader doesn't really learn much either because information is missing or the report is not clear)
Explain field of Network Design and Administration	<ul style="list-style-type: none"> • The job duties are accurately described • It's easy to understand what a network technician does and what kinds of companies he/she can work for (20 pts)	<ul style="list-style-type: none"> • Different jobs are described but more detail in the tasks and companies worked for would make the differences clearer (15 pts)	<ul style="list-style-type: none"> • Jobs tasks are not accurately or clearly described. • The description of the kinds of companies that hire network technicians is unclear or confusing (10 pts)

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Job training	Different kinds of training are described in detail, including where to get this kind of training and what it can cost (20 pts)	Different kinds of training are described, but more detail would have made the differences clearer (15 pts)	Some kinds of training are not mentioned. It is not easy to understand what all the training options are from this description (10 pts)
Job pay	The salaries reflect types of training and job levels (20 pts)	The list reflects training and job levels (15 pts)	The list of salaries is inaccurate or incomplete (10 pts)
Persuasiveness	Reasons for going into this field are accurate and compelling (20 pts)	Reasons for going into this field are not fully explained (15 pts)	Reasons for going into this field are confusing (10 pts)
List of Resources	List is comprehensive and contains a review of the resource (20 pts)	List is close to comprehensive Resource descriptions could contain more detail (15 pts)	List is not comprehensive Resource descriptions are confusing and/or not helpful (10 pts)
Usability, Quality of Writing	Brochure is formatted in a user friendly way, easy to understand and the writing is clear and accurate (20 pts)	Sometimes the formatting is a little confusing Sometimes grammar and/or spelling errors distract the reader (15 pts)	The formatting distracts the reader Grammar and/or spelling errors limit comprehension at times (10 pts)