

CIS 146 Student Proficiency Rubric

Student Name:

| Student Learner Outcomes | Highly Proficient – (Grade of 90-100) | Above Average Proficient – (Grade of 89-80) | Proficient – (Grade of 79-70) | Below Proficient (Grade of 69 or below) | Grade (Numerical) |
|--|--|--|--|--|----------------------|
| Computer Basics Proficiency Level | Performs competency quickly and accurately. Instructs others how to do the competency. | Performs all parts of the competency. Needs only a spot check of completed work. | Performs most parts of the competency. Needs help only on hardest parts. | Performs simple parts of the competency. Needs to be told or shown how to do most of the competency. | |
| Word Proficiency Level | Performs competency quickly and accurately. Instructs others how to do the competency. | Performs all parts of the competency. Needs only a spot check of completed work. | Performs most parts of the competency. Needs help only on hardest parts. | Performs simple parts of the competency. Needs to be told or shown how to do most of the competency. | |
| Excel Proficiency Level | Performs competency quickly and accurately. Instructs others how to do the competency. | Performs all parts of the competency. Needs only a spot check of completed work. | Performs most parts of the competency. Needs help only on hardest parts. | Performs simple parts of the competency. Needs to be told or shown how to do most of the competency. | |
| Access Proficiency Level | Performs competency quickly and accurately. Instructs others how to do the competency. | Performs all parts of the competency. Needs only a spot check of completed work. | Performs most parts of the competency. Needs help only on hardest parts. | Performs simple parts of the competency. Needs to be told or shown how to do most of the competency. | |
| PowerPoint Proficiency Level | Performs competency quickly and accurately. Instructs others how to do the competency. | Performs all parts of the competency. Needs only a spot check of completed work. | Performs most parts of the competency. Needs help only on hardest parts. | Performs simple parts of the competency. Needs to be told or shown how to do most of the competency. | |
| Combined Proficiency Level* | Performs competency quickly and accurately. Instructs others how to do the competency. | Performs all parts of the competency. Needs only a spot check of completed work. | Performs most parts of the competency. Needs help only on hardest parts. | Performs simple parts of the competency. Needs to be told or shown how to do most of the competency. | |
| Overall Proficiency Level | Performs competency quickly and accurately. Instructs others how to do the competency. | Performs all parts of the competency. Needs only a spot check of completed work. | Performs most parts of the competency. Needs help only on hardest parts. | Performs simple parts of the competency. Needs to be told or shown how to do most of the competency. | |

*If one assessment method is used to assess the learner outcomes for multiple software applications, then place a **ML** as the average for the individual applications and the grade for that assessment in the Numerical Grade box on the Combined Proficiency Level line. The overall proficiency level is the average of the individual grades for each outcome.

CIS 146 Overall Class Proficiency Average

Teachers Name

Semester(s)

**Overall Proficiency
Level Numerical Grade
from the CIS 146
Student Proficiency
Rubric**

Student Names:

| | |
|------------------|----|
| Sample Student 1 | 60 |
| Sample Student 2 | 70 |
| Sample Student 3 | 80 |
| Sample Student 4 | 85 |
| Sample Student 5 | 68 |
| Sample Student 6 | 95 |
| Sample Student 7 | 75 |

| | |
|---|------------|
| Number of Students in the Class(s)*: | 7 |
| Number of Students Meeting Proficiency Level of 70 or above: | 5 |
| % of Class(s) Meeting Proficiency | 71% |

***If you taught the course in both fall and spring semesters, then list the students from one course from each term.
If you taught the class in either fall or spring then choose one class from that semester.**