

7907ICT Assignment 1 RUBRIC (2022)

Weighting	Excellent	Good	Minimal	Lacking
Report and Task Introduction (15%)	Specifically introduces workshop portfolio and outlines the purpose of the report. Presents a clear summary of all workshop tasks per checkpoint. Clearly and briefly introduces and describes each workshop task within the technical report. Specifically introduces each workshop task individually, including the purpose and linked background information.	Generally, it introduces the workshop portfolio and outlines the report's purpose. Presents a clear summary of all workshop tasks per checkpoint. Evident that the section is not specific for the checkpoint. Introduces each workshop task individually, including the purpose and background information.	Introduces workshop portfolio and outlines the purpose of the report. Presents a clear summary of all workshop tasks per checkpoint. Clear evidence that the introduction is not specific for the checkpoint. Introduces each workshop task individually, including general-purpose and some background information.	Introduces workshop portfolio without clear report purpose. Presents some summary of the tasks per checkpoint, but it is clear that the introduction has not been updated for each checkpoint. Generally, it introduces each workshop task individually, without purpose or evidence of external research.
Method (30%)	Each task is completed correctly according to the given workshop instructions. The workshop task has been followed step-by-step using provided documents. You have developed your summary of instructions for each task. Evidence of external research is shown throughout the described method using cited sources. Additional information, facts or statistics have been cited for aiding task instructions. task has been completed logically according to the developed instructions.	Each task is completed according to the given workshop instructions. The workshop task has been followed step-by-step using provided documents. You have developed your summary of instructions for two tasks. Evidence of external research is shown throughout the described method using cited sources. Additional information, facts or statistics have been cited for aiding task instructions.	Most tasks are completed according to the given workshop instructions. You have developed a summary of instructions for most tasks. Evidence of external research is shown throughout the described method using cited sources. Additional information, facts or statistics have been cited to aid task instructions. Some lack of understanding when introducing tasks.	One task is completed according to the given workshop instructions. You have developed your summary of instructions for one task. Using cited sources, little evidence of external research is shown throughout the described method. Little additional information, facts or statistics have been cited for aiding task instructions. Apparent lack of task understating.
Answer (40%)	Critical evidence of external investigation to develop clear, correct and detailed task output. Output is presented according to the task instructions. Workshop tasks or links to tasks are easy to access and developed in the requested format. PowerPoint tasks are either linked or presented as a labelled set of figures. Results have been discussed. Each task has cited information, statistics, and facts to aid the answer. Evidence of workshops understanding and research outside of the scheduled workshop.	Evidence of external investigation to develop correct task output. Output is presented according to the task instructions. Workshop tasks or links to tasks are developed in the requested format. PowerPoint tasks are either linked or presented as a labelled set of figures. Results have been discussed. Each task has cited information, statistics, and facts to aid the answer. Evidence of workshops understanding.	Evidence of internal investigation to develop correct task output. Output is presented according to the task instructions. Most workshop tasks or links to tasks are developed in the requested format. PowerPoint tasks are either linked or presented as a labelled set of figures. Most tasks cited information, statistics, and facts to aid the answer. Some lack of content understanding.	Some output is presented according to the task instructions. Some workshop tasks or links to tasks are developed in the requested format. One or fewer tasks have cited information, statistics, and facts to aid the answer. Apparent lack of content understanding.
Presentation, Professionalism, & Understanding (15%)	Language features and structures are expertly used to convey meaning in an unambiguous, concise manner, with a tone appropriate to the target audience and style selected. Third-person tense is used for all sections. Template and file format followed, meets word limit for each included task (+ or – 10%). Format instructions consistently followed. Very few spelling, grammatical, or punctuation errors. Excellent use of external and internal references. Conveys a deep understanding of the overall concepts taught within workshops to date with evidence of external research. All figures, tables and data visualisation are clear and consistent.	Language features and structures are mainly used to convey meaning in an unambiguous, concise manner and a tone appropriate to the target audience and style selected. The third person writing style is used. Task format instructions mostly followed, written in the past tense, and word limit within the given count. Minor spelling, grammatical, or punctuation errors. Good use of referencing of the textbook, some external references. Conveys a cohesive depth of understanding of the overall concepts taught to date. Most figures, tables and data visualisation are clear and consistent.	Language features and structures convey meaning in an unambiguous, concise manner and a tone appropriate to a general ICT audience. Task format mostly followed, written in the past tense, word limit primarily within the count. Errors in spelling, grammar, word choice, and structure. Some use of references from course content or external sources. Conveys some understanding of the overall concepts taught to date with external research evidence. Some figures, tables and data visualisation are clear and consistent.	Template format was missed, written in the past tense, and the word limit was not followed. The meaning is apparent to the reader, and there is cohesion, although the text contains some intrusive errors in spelling, grammar, word choice, and structure and lacks clarity occasionally. Conveys some understanding of the overall concepts taught to date in workshops with little evidence of external research. There is little to no use of references or a lack of evidence that references have been read.