

Collaboration 3/4 Rubric

Not Yet	Level 2	Level 3: Proficient	Level 4: Exemplary
Leadership and Initiative - Demonstrates a clear understanding of the scope of the team's work; Describes the duties and/or roles of all team members; Helps clarify roles and responsibilities among team members; Fulfills roles and responsibilities with little prompting or coaching			
	<ul style="list-style-type: none"> I can demonstrate a limited understanding of the group's work Sometimes I show responsibility for carrying out the plans 	<ul style="list-style-type: none"> I can demonstrate a clear understanding of the group's work I consistently show responsibility for carrying out the plans 	<ul style="list-style-type: none"> I can provide leadership to the group by checking on progress and providing direction I take responsibility without teacher reminders
Cooperation and Flexibility - Displays awareness of the diversity of ideas, opinions and feelings of group members; Resolves conflict or address challenges within the group through discussion and consensus-building activities			
	<ul style="list-style-type: none"> Sometimes I can listen to and value other team members' ideas. 	<ul style="list-style-type: none"> I consistently listen to and value other team members' ideas. 	<ul style="list-style-type: none"> I always listen to and value other team members' ideas. I am willing to change my mind and accept other group members' ideas. I help problem solve when challenges occur.
Responsibility and Productivity - Accepts responsibilities with a positive attitude; Assists others as needed; values opinions and skills of all group members; Is well-prepared for group work; completes all individual action items on time; Submits high-quality products; regularly meets specifications for assigned tasks; Consistently and accurately monitors individual and team progress toward goals, making corrections and adjustments when needed			
	<ul style="list-style-type: none"> Sometimes I do my assigned my job. Sometimes I can help others. 	<ul style="list-style-type: none"> I can consistently do my job on time and help others. I have a positive attitude. I create high quality work. I consistently do my assigned job 	<ul style="list-style-type: none"> I am excited about doing my job, helping my teammates, and creating high quality work. I have a positive attitude and motivate others.
Use of Technology Tools - Shows an awareness of the current technological tools available for collaboration and helps the team select of the most appropriate tools for the tasks; Uses selected tools appropriately and responsibly in a manner that enhances the team's productivity; Uses effective communication strategies to exchange information and read, interpret; Responds to collaborators' work using an appropriate tone			
	<ul style="list-style-type: none"> I need support to collaborate with my team when using technology. 	<ul style="list-style-type: none"> I need limited support to collaborate with my team when using technology. 	<ul style="list-style-type: none"> I consistently collaborate with my team when we use technology. I can provide support and assistance.
Responsiveness - Provides constructive feedback in a manner that is well-received by the recipients; Consistently accepts and shows appreciation for constructive feedback			
	<ul style="list-style-type: none"> With support, I can offer feedback I can also receive feedback without showing a negative attitude. 	<ul style="list-style-type: none"> I can offer feedback that is valued by others. I usually appreciate when other group members help make an idea better. 	<ul style="list-style-type: none"> I consistently offer feedback that is valued by others. I consistently work with my group to come up with better ideas.
Engaging in Conversations and Discussions - Use interpersonal skills during conversations and discussions to build positive relationships with others and promote collaborative learning; Communicate interactively and effectively to support individual learning and contribute to the learning of others using a range of contemporary tools, transmissions, and processes; CCR1: Prepare for and participate effectively in a range of conversations and collaborations with diverse partners, building on others' ideas and expressing their own clearly and persuasively			
	<ul style="list-style-type: none"> I can ask and answer questions that contribute to the topic being discussed and sometimes connect to the comments of others 	<ul style="list-style-type: none"> I can ask and answer questions that contribute to the topic being discussed and connect to the comments of others. 	<ul style="list-style-type: none"> I can respect other people's ideas and show that they are important, even when their opinions are different than mine.

Collaboration 3/4: Descriptors for Engaging in Conversations

Not Yet	Level 2	Level 3: Proficient	Level 4: Exemplary
		<p><i>When I work in a group I can;</i></p> <ol style="list-style-type: none"> 1. <ul style="list-style-type: none"> • <i>a. be prepared to talk about the reading, because I read the story or article in advance</i> • <i>b. follow the rules for speaking in a group; like being respectful of others' ideas and listening when someone else is talking, and perform my own role in the group (group leader, timekeeper, recorder, etc.)</i> • <i>c. ask and answer questions to clarify my understanding, keep my group on topic, and connect different members' ideas</i> • <i>d. review the important ideas and explain my own, so that everybody understands me</i> 2. <ul style="list-style-type: none"> • <i>a. determine the main idea and supporting details of the reading or presentation we are discussing, and state them in my own words.</i> 3. <ul style="list-style-type: none"> • <i>a. ask and answer questions about the topic using details and evidence from the reading, presentation, or media source</i> 	<p><i>When I work in a group I can;</i></p> <ol style="list-style-type: none"> 1. <ul style="list-style-type: none"> • <i>a. be prepared to talk about the reading, because I read the story or article in advance</i> • <i>b. follow the rules for speaking in a group; like being respectful of others' ideas and listening when someone else is talking, and perform my own role in the group (group leader, timekeeper, recorder, etc.)</i> • <i>c. ask and answer questions that make the discussion better and build on the remarks of others</i> • <i>d. review the important ideas and draw conclusions based on what I learned from the discussion</i> 2. <ul style="list-style-type: none"> • <i>a. summarize the main idea and supporting details of the reading or presentation we are discussing</i> 3. <ul style="list-style-type: none"> • <i>a. summarize the key points of a presentation or media source, using evidence to support my ideas, and explain whether the information makes sense or not</i>