



Graphic Organizer Rubric Grade 3

Obj. to utilize a graphic organizer (Timeliner) to create a time line based on an historical person

Skills	Partially Proficient	Proficient	Advanced Proficient
<p><u>Content/Facts:</u> input primary data into chart; When: date, What: event</p>	Facts were often inaccurate for events reported on the timeline	1 inaccurate fact for events reported on the timeline	Facts were accurate for all events reported on the timeline
<p><u>Readability:</u> moving Label or Text boxes; Expand or Compress events</p>	is difficult to read; may be missing title or events; events may be overlapping	is readable; includes a title and events; information is organized without overlapping of events	Information is well organized, neat, and easy to read; includes appropriate title and events
<p><u>Resources:</u> Pictures or Movies, Sounds, Web links, Notes</p>	contained fewer than 5 events related to the topic being studied	contained at least 5 events related to the topic being studied; an accurate date has been included for almost every event	contained at least 6-7 events related to the topic being studied; an accurate, complete date has been included for each event
<p><u>Format document:</u> font type, size, color; text justification; appropriate spacing in document and between words; Styles of text boxes: Flag, Bullet, Bar; Background color</p>	several formatting errors in the following: spacing between words and after punctuation; font type, size and style Text justification	1-2 formatting errors in the following: appropriate spacing between words and after punctuation; font type, size and style Text justification	demonstrates the ability to format a document using appropriate text alignment, spacing, and font size and style; no errors
<p><u>Graphics:</u> move and resize graphics</p>	lack of appropriate graphics; no graphics, too many or too few; difficulty in placement or sizing	graphics are placed on timeline correctly, but number of graphics appear to be too many or too few; may need to be resized	all graphics on the timeline are adequate, appropriate and carefully placed
<p><u>Edit document:</u> Proofread to find spelling, grammar, capitalization, and punctuation errors</p>	the spelling and punctuation on many events or dates are inaccurate; title is not capitalized correctly	the spelling on most events and dates are accurate; 1-2 errors on punctuation and capitalization	the spelling on all labels and captions are accurate; no errors in writing dates; no errors in capitalization of title
<p><u>Save Document</u> to a file using Save or Save As and creates a file name</p>	automatically presses Save; saves to the program file or computer	needs guidance in saving document to individual folder on the server	saves to individual folder on the server; understands difference between Save and Save as
<p><u>Print</u> document to the appropriate printer using Print Preview before printing</p>	does not use Print Preview; creates multiple copies of document in various stages of completion	uses Print Preview and Print to print document to the appropriate printer	uses Print Preview and Print to print document to the appropriate printer