

Professional Biography Rubric

Descriptor	Exceeds Expectations (3)	Meets Expectations (2)	Below Expectations (1)
Professional Qualifications	Elaborated on required information.	Provided required information.	Provided minimal information.
Professional Experiences	Extensive experience in field of specialty or closely related field.	Current or past experience in field of specialty or closely related field. Might have been an aide, volunteer, or certified.	No professional experience.
Professional and Educational Goals	Elaborated on required information and/or provided information on more than 2 goals. Goals can be realistically met.	Provided required information. At least 2 goals are discussed. Goals can be realistically met.	Provided minimal information. Goals cannot be realistically met or may not be included.
Use of Technology	Elaborated on required information and provided examples of their work or student work. Discussion showed acceptance of technology as a useful tool.	Provided required information. Discussion showed acceptance of technology as a useful tool.	Provided minimal information and/or discussion showed limited acceptance of technology as a useful tool.

Experience with Diversity	Discussion included extensive relevant experiences and the value placed on people from different cultures or backgrounds.	Discussion included particular relevant experiences and acceptance of people from different cultures or backgrounds.	Provided minimal information and/or discussion showed limited acceptance of people from different cultures or backgrounds.
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Descriptor	Exceeds Expectations (3)	Meets Expectations (2)	Below Expectations (1)
Portfolio Organization	Portfolio demonstrated extensive thought and followed the guideline format.	Portfolio demonstrated logical thought and followed the guideline format.	Portfolio demonstrated limited organization and/or did not follow the guideline format.
Mechanics of Writing (Impact of diverse background considered.)	Materials demonstrated exemplary use of grammar, syntax, organization, word choice, spelling, and proofing.	Materials demonstrated acceptable standards for grammar, syntax, organization, word choice, spelling, and proofing.	Materials demonstrated many errors in grammar, syntax, organization, word choice, spelling, and/or proofing.

You must get a 2 in each area.