

Professional Autobiography Rubric

Descriptor	Below Expectations (1)	Meets Expectations (2)	Exceeds Expectations (3)
Professional Qualifications	Provided minimal information.	Provided required information.	Elaborated on required information.
Professional Experiences	No professional experience.	Current or past experience in field of specialty or closely related field. Might have been an aide, volunteer, or certified.	Extensive experience in field of specialty or closely related field.
Professional and Educational Goals	Provided minimal information. Goals cannot be realistically met or may not be included.	Provided required information. At least 2 goals are discussed. Goals can be realistically met.	Elaborated on required Information and/or provided information on more than 2 goals. Goals can be realistically met.
Use of Technology	Provided minimal information and/or discussion showed limited acceptance of technology as a useful tool.	Provided required information. Discussion showed acceptance of technology as a useful tool.	Elaborated on required information and provided examples of their work or student work. Discussion showed acceptance of technology as a useful tool.
Experience with Diversity	Provided minimal information and/or discussion showed limited acceptance of people from different cultures or backgrounds.	Discussion included particular relevant experiences and acceptance of people from different cultures or backgrounds.	Discussion included extensive relevant experiences and the value placed on people from different cultures or backgrounds.
Philosophy of Learning	Failed to address the area or provided minimal information.	Addressed each of the required areas but specific details were missing	Elaborated on required information. Provided specific details for each of the required areas
Mechanics of Writing	Materials demonstrated many errors in grammar, syntax, organization, word choice, spelling, and/or proofing.	Materials demonstrated acceptable standards for grammar, syntax, organization, word choice, spelling, and proofing.	Materials demonstrated exemplary use of grammar, syntax, organization, word choice, spelling, and proofing.