

## PowerPoint Rubric

ACTIVITY	Exemplary	Proficient	Partially Proficient	Incomplete
<b>Introduction</b>	<ul style="list-style-type: none"> <li>* The introduction presents the overall topic and draws the audience into the presentation with compelling questions or by relating to the audience's interests or goals.</li> </ul>	<ul style="list-style-type: none"> <li>* The introduction is clear and coherent and relates to the topic.</li> </ul>	<ul style="list-style-type: none"> <li>* The introduction shows some structure but does not create a strong sense of what is to follow. May be overly detailed or incomplete and is somewhat appealing to the audience.</li> </ul>	<ul style="list-style-type: none"> <li>* The introduction does not orient the audience to what will follow.</li> <li>* The sequencing is unclear and does not appear interesting or relevant to the audience.</li> </ul>
<b>Content</b>	<ul style="list-style-type: none"> <li>* The content is written clearly and concisely with a logical progression of ideas and supporting information.</li> <li>* Information is accurate, current and persuasive.</li> </ul>	<ul style="list-style-type: none"> <li>* The content is written with a logical progression of ideas and supporting information.</li> <li>* Includes persuasive information.</li> </ul>	<ul style="list-style-type: none"> <li>* The content is vague in conveying a point of view and does not create a strong sense of purpose.</li> <li>* Includes some persuasive information with few facts.</li> <li>* Some of the information may not seem to fit.</li> </ul>	<ul style="list-style-type: none"> <li>* The content lacks a clear point of view and logical sequence of information.</li> <li>* Includes little persuasive information and only one or two facts about the topic.</li> <li>* Information is incomplete, out of date and/or incorrect.</li> <li>* Sequencing of ideas is unclear.</li> </ul>
<b>Text Elements</b>	<ul style="list-style-type: none"> <li>* The fonts are easy-to-read and point size varies appropriately for headings and text.</li> <li>* Use of italics, bold, and indentations enhances readability.</li> <li>* Text is appropriate in length for the target audience and to the point.</li> <li>* The background and colors enhance the readability of text.</li> </ul>	<ul style="list-style-type: none"> <li>* Sometimes the fonts are easy-to-read, but in a few places the use of fonts, italics, bold, long paragraphs, color or busy background detracts and does not enhance readability.</li> </ul>	<ul style="list-style-type: none"> <li>* Overall readability is difficult with lengthy paragraphs, too many different fonts, dark or busy background, overuse of bold or lack of appropriate indentations of text.</li> </ul>	<ul style="list-style-type: none"> <li>* The text is extremely difficult to read with long blocks of text and small point size of fonts, inappropriate contrasting colors, poor use of headings, subheadings, indentations, or bold formatting.</li> </ul>

<b>Layout</b>	* The layout is aesthetically pleasing and contributes to the overall message with appropriate use of headings and subheadings and white space.	* The layout uses horizontal and vertical white space appropriately.	* The layout shows some structure, but appears cluttered and busy or distracting with large gaps of white space or uses a distracting background.	* The layout is cluttered, confusing, and does not use spacing, headings and subheadings to enhance the readability.
<b>Graphics, Sound and/or Animation</b>	* The graphics, sound and/or animation assist in presenting an overall theme and make visual connections that enhance understanding of concept, ideas and relationships. * There is a consistent visual theme.	* The graphics, sound/and or animation visually depict material and assist the audience in understanding the flow of information or content. * Images are proper size, resolution.	* Some of the graphics, sounds, and/or animations seem unrelated to the topic/theme and do not enhance the overall concepts. * Images are too large/small in size. * Images are poorly cropped or the color/resolution is fuzzy.	* The graphics, sounds, and/or animations are unrelated to the content. * Graphics do not enhance understanding of the content, or are distracting decorations that create a busy feeling and detract from the content.
<b>Citations</b>	* Sources of information are properly cited so that the audience can determine the credibility and authority of the information presented.	* Most sources are documented to make it possible to check on the accuracy of information.	* Sometimes copyright guidelines are followed and some information, photos and graphics are not properly cited.	* No way to check validity of information.
<b>Writing Mechanics</b>	* The text is written with no errors in grammar, capitalization, punctuation, and spelling.	* The text is clearly written with little or no editing required for grammar, punctuation, and spelling.	* Spelling, punctuation, and grammar errors distract or impair readability. (3 or more errors)	*Errors in spelling, capitalization, punctuation, usage and grammar repeatedly distract and major editing and revision is required. (more than 5 errors)