

# ICT Competency Rubric - Staff

	<b><u>Newbie</u></b> (Makes an effort, basic understanding)	<b><u>Apprentice</u></b> (Tries hard, can accomplish most tasks with assistance)	<b><u>Practitioner</u></b> (Strong, clear understanding)	<b><u>Expert</u></b> (Excellent understanding, can work independently)
<b><u>Logging on</u></b>	I know I have a password to log on to computers.	I know when and why logging on is important.	I know how to log on to the Network <i>and</i> the Internet.	I can help others to log on to the Network and the Internet.
<b><u>Saving</u></b>	I know that work can be saved to work on later.	I am able to save work to my folder.	I know how to access my folder and open up saved work.	I can show others how to access their folder and open up saved work.
<b><u>Typing</u></b>	I know how to type using Word.	I am able to use Word to type sentences and paragraphs.	I know how to apply formatting to my writing so it looks attractive.	I can show others how to format their writing so it looks attractive.
<b><u>Graphics</u></b>	I can paint and draw using tools in Kid Pix.	I can add Clip Art and Word Art to a document.	I can make my own graphics and import them into a document.	I can show others how to create graphics and import them into a document.
<b><u>Email</u></b>	I have used Email at school.	I know how to access my Dingo Mail by myself.	I know how to send and receive Email messages.	I can help others access their Dingo account and send Emails.
<b><u>Internet</u></b>	I know what the 'My Internet' page is.	I know how to access Websites from links I have been given.	I am able to use Search Engines (like Google) to find Websites myself.	I can show others strategies for finding information on the Internet.
<b><u>Multimedia</u></b>	I have used Kid Pix Slideshow or Power Point.	I know how to make a basic slideshow presentation.	I can make interactive slideshow presentations or web pages.	I can help others make interactive slideshow presentations or web pages.
<b><u>Learning Technologies</u></b>	I have taken photos using the digital camera.	I am able to export my photos into a document from the digital camera.	I can confidently use the digital camera or the scanner or the video camera / iMac.	I can show others how to use some or all of these learning technologies.
<b><u>Computers</u></b>	I use computers during Computing lessons.	I use computers in Computing lessons and in the classroom.	I enjoy using computers at places other than school.	I am a confident computer user. I enjoy using computers for work and for leisure.

## Confidence - O - Meter

What is your current confidence level as a teacher of ICTs?	Low <u>  </u> 1 <u>  </u> 2 <u>  </u> 3 <u>  </u> 4 <u>  </u> 5 <u>  </u> 6 <u>  </u> 7 <u>  </u> 8 <u>  </u> 9 <u>  </u> 10 <u>  </u> High
How much do you integrate ICTs across your regular curriculum?	Low <u>  </u> 1 <u>  </u> 2 <u>  </u> 3 <u>  </u> 4 <u>  </u> 5 <u>  </u> 6 <u>  </u> 7 <u>  </u> 8 <u>  </u> 9 <u>  </u> 10 <u>  </u> High
How much do you feel your skills have improved over the past 3 years?	Low <u>  </u> 1 <u>  </u> 2 <u>  </u> 3 <u>  </u> 4 <u>  </u> 5 <u>  </u> 6 <u>  </u> 7 <u>  </u> 8 <u>  </u> 9 <u>  </u> 10 <u>  </u> High