

## 7<sup>th</sup> Grade KEYBOARDING RUBRIC

Score	10	8 or 9	6 or 7	5 or less
<b>Posture/ Technique</b>	Demonstrates correct posture and hand and eye position consistently. Proper technique has become a habit.	Demonstrates correct posture and hand and eye positions most of the time at the computer.	Needs reminding of correct posture, hand and eye positions on a regular basis.	Does not use correct posture or hand and eye positions.
Score	10	8 or 9	6 or 7	5 or less
<b>Correct Reaches</b>	Confidently types all reaches on the keyboard with correct fingers. Does not look at hands.	Types all reaches on the keyboard with correct fingers or misses no more than 2 reaches. Does not need to look at hands. Some reaches have not become a habit.	Correctly types all or most keys on the keyboard – but needs to think about reaches – have not become a habit. OR Types all reaches correctly, but needs to look at hands.	Misses more than 5 reaches looking or not looking at hands.
Score	15	13 or 14	11 or 12	10 or less
<b>Speed/Accuracy</b>	Types more than 25 wpm, with greater than 93% accuracy.	Types at least 20 wpm with at least 90% accuracy	Types at least 15 wpm with at least 85% accuracy	Types less than 15 wpm; OR types with less than 85% accuracy.
Score	15	13 or 14	11 or 12	10 or less
<b>Improvement &amp; Participation Typing Ace Course</b>	Student organizes time and tasks; sets achieves, and re-evaluates goals. Takes responsibility of own learning. Shows improvement in speed and accuracy. Completes assigned course(s) in TA.	Student often sets, achieves, and re-evaluates goals; organizes time and tasks; takes responsibility of own learning level. Shows improvement in speed and accuracy. Completes most of the assigned course(s) in TA.	Student needs reminding to set, achieve, and re-evaluate goals, organize time and tasks; take responsibility of own learning level. Shows little improvement in speed and accuracy. Needs to complete several lessons in TA.	Student requires help to set, achieve, and re-evaluate goals, organize time and tasks; take responsibility of own learning level. Demonstrates no improvement in speed and accuracy.