

Name: _____

2015 MVT Assignment – MS Word/Computer Applications (George)

Score:

/100

MVT : Most Valuable Teacher

You are going to create a one-page document that's going to introduce the world to a teacher you've had at one point in your life who has had a positive impact on you. It can be a template or you can create the document from scratch. It will:

- Describe the teacher
- Explain how the teacher made an impact on your life
- Have a testimonial from you (in quotes) as if you were speaking to the teacher.
- Contain images that reflect the teacher, your appreciation and gratitude.
- Any online images that you use should be "public domain images" that are not licensed or copy written from an owner.

Your document should have at least 250 words, be creative and demonstrate appropriate use of at least 10 Word features in an interesting and organized format. List the 10 features in the footer section of your one-page document. All of your content should be in your own original words.

	Unacceptable 0-16	Needs Improvement 17	Proficient 21	Exemplary 25
Read purposefully	Unable to read the assignment sheet independently to be able to understand how to complete the assignment. Content is unacceptable Weak content. Document has not been proofread	Reads assignment sheet, follows directions and completes assignment while asking many questions that would have been answered by reading the assignment sheet. Weak content Document has been proofread for grammar and spelling errors.	Reads assignment sheet, follows most directions and completes assignment while asking few questions that would have been answered by reading the assignment sheet. Acceptable content. Document has been proofread for grammar and spelling errors.	Reads assignment sheet, follows directions and completes assignment. Document has been proofread for grammar and spelling errors.
Write effectively	Writing is disorganized. Grammar, spelling, punctuation or capitalization errors are unacceptable. Did not proofread.	Writing could be more clear and organized. Many grammar, spelling, punctuation or capitalization errors. Needs to improve editing skills. Word selection, word choice and sentence structure could be improved.	Clear and organized writing. Few grammar, spelling, punctuation or capitalization errors. Demonstrates acceptable editing. Demonstrates good word selection, varied word choice and varied sentence structure.	Clear and organized writing. No grammar, spelling, punctuation or capitalization errors. Demonstrates extremely careful editing. Demonstrates excellent word selection, varied word choice and varied sentence structure.
Communicate effectively	Weak effort. Poor communication of ideas to audience. Unacceptable communication of ideas.	The communication of ideas and information within the document are not creative. Does not communicate a clear message to a specific audience. Needs improvement. Very juvenile-looking. Boring to read.	The communication of ideas and information within the document are somewhat creative. Communicates a somewhat clear message to a specific audience. Parts of document are not professional.	The communication of ideas and information within the document are creative. Communicates a clear message to a specific audience. Very professional.
Identify, analyze, and solve problems	Does not demonstrate the ability to use or apply technology appropriately. Unable to identify, analyze or solve software problems.	Demonstrates the ability to use and apply little technology appropriately.	Demonstrates the ability to use and apply most software appropriately.	Demonstrates the ability to use and apply technology appropriately.