INFORMATION LITERACY RUBRIC

	4 - EXEMPLARY	3 – PROFICIENT	2 - EMERGING	1 – NOVICE
Defines the Need for Information	**Defines** the topic, the scope of the topic, key concepts, and the information needed **Develops** a manageable focus appropriate to criteria of assignment **Identifies** a variety or exhaustive list of likely source types	**Defines** the topic, and the information needed **Develops** a focus appropriate to criteria of assignment **Identifies** several likely source types	**Defines** the topic, and the information needed incompletely **Develops** a focus that is too broad or too narrow **Identifies** general source types	**Has** difficulty defining the topic, and the information needed **Lacks** a focus or the focus is too broad or too narrow **Has** difficulty identifying source types
Locates and Accesses Information	**Selects** a variety of topic-appropriate databases and resources **Uses** effective search strategies, developing a vocabulary of topic-specific terms, employing advanced search features (Boolean, indexes, limiters, etc.) as appropriate **Checks** source bibliographies for additional literature **Seeks** sources beyond those immediately available, e.g., interviews, interlibrary loan, etc.	**Selects** topic-appropriate databases and resources **Uses** effective search strategies with topic-specific terms, employing advanced search features (Boolean, indexes, limiters, etc.) as appropriate **Checks** source bibliographies for additional literature	**Uses** library databases and resources, but not necessarily topic appropriate. Excessive reliance on the open web **Searches** using topic-specific terms, but relies on keyword searching and little to no use of advanced search features	**Uses** few or no library resources. Excessive reliance on the open web **Searches** using limited terminology, and relies on keyword searching with little to no use of limiters
Evaluates Information	**Selects** scholarly and/or trade sources relevant to the topic based on authority, accuracy, reliability, coverage, and timeliness; and adjusts topic accordingly. **Selects** only those popular sources that are authoritative **Identifies** and **critiques** assumptions or biases	**Selects** scholarly and/or trade sources relevant to the topic based on authority, accuracy, reliability, coverage, and timeliness **Uses** few, credible popular sources **Identifies** assumptions or biases	**Selects** sources relevant to the topic, but some may lack authority, accuracy, reliability, coverage, or timeliness **Relies** on popular sources over scholarly or trade publications **Ignores** or **misses** assumptions or biases	**Selects** sources that are irrelevant or only marginally relevant to the topic **Relies** on popular sources over scholarly or trade publications **Ignores** or **misses** assumptions or biases
Uses Information Correctly & Ethically	**Integrates** and **balances** paraphrasing, summarization, and quotation to support thesis and points, while **respecting** source material's original context **Distinguishes** between common knowledge and sources requiring attribution **Uses** proper references & citations for all information sources	**Integrates** paraphrasing, summarization, and quotation to support thesis and points **Distinguishes** between common knowledge and sources requiring attribution **Uses** proper references & citations for all information sources	**Relies** heavily on paraphrasing or summarization or quotation of information supporting thesis and points **Confuses** common knowledge with sources requiring attribution **Uses** references & citations for information sources with a minimum of errors or problems	**Omits** information supporting thesis and points, or sources were quoted only, or sources were improperly quoted **Neglects** references or citations, or references or citations have significant errors