| Category  | Level 1 (50 - 59%) | Level 2 (60 - 69%) | Level 3 (70 -79%) | Level 4 (80 - 100%) |
| --- | --- | --- | --- | --- |
| Thinking /10Use of processing skills (e.g., analysing, reflect- ing, integrating, synthe- sizing, evaluating, form- ing conclusions)Exploration of material.  | Limited effectiveness in using graphics to visually communicate information.Higher order thinking is not appliedProduct is disorganized and lack a cover page  | Some effective use of graphics to visually communicate information Lack higher order thinkingProduct is disorganized with a simple cover page  | Effective use of graphics to visually communicate informationHigher order thinking is somewhat apparentProduct is organized with an appealing cover page  | Highly effective use of graphics to visually communicate informationHigher order thinking is apparentProduct is highly organized with a meaningful cover page  |
| Application /10Application of knowledge and skills. Making connections within and between various contexts.Clear, organized, personal connections to your life / experiences  | Product includes less than 2 examplesSimple examples, lack detail | Product includes less than 3 examplesExamples are described with some detail  | Product includes 4 examples Examples are described with detail and relate to the topics | Product includes 4 examplesExamples are describes with relevant details and successfully convey practical and meaningful information  |
| Knowledge and Understanding /10terminology, vocabulary, information. Understanding of content (e.g., theories, concepts, skills, processes). Connect to class material  | Handbook ineffectively presents 4 topics and lacks detailed and relevant information | Handbook presents 4 relevant topics with some detailed and relevant information  | Handbook presents 4 useful topics with good information  | Handbook effectively presents 4 useful topics with detailed information and relevant information |
| Communication /10Use of conventions Letter Style Paragraph structures, complete sentencesGrammer and spellingPresentation of Handbook  | Ineffective use of languageHandbook is not creative Ineffective use of presentation skills  | Some effective use of language Handbook is somewhat creative Some effective use of presentation skills  | Effective use of language Handbook is creative, neat and organized Effective use of presentations skills (eye contact, good voice projection, most topics are explained) | Highly effective use of language Handbook is highly creative, neat and organizedHighly effective use of presentation skills (constant eye contact, loud voice projection, all topics are explained)  |