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| **AREA** | **NOT PROFICIENT** | **PROGRESSING** | **PROFICIENT** | **MASTERY** |
| **Presentation**  Did the student(s) demonstrate a solid understanding of the software for project development? | No understanding of the software for project development. | Some understanding of the basic use of the software for project development. | Competence in the use of software for project development. | Mastery in the use of software for project development. |
| **Documentation**  Did the student document non-student produced materials? | No required permissions present. | Some required permissions included, but not all. | Most required permissions included. | **ALL** required permissions present **OR** no permissions needed. |
| **Software Usage**  Was the software suitable for the project? | Software used was not appropriate for the project. | Some of the software used was appropriate for the project. | Software used was appropriate and enhanced the project. | Mastery in the choice and use of software to enhance the project. |
| **Project Design**  Do all elements of the project work together to effectively communicate content and ideas? | Layout is confusing, no design elements, poor choice of font sizes and colors. | Layout has some organization, a few design elements and font sizes and colors are readable. | Layout is organized. Design elements are consistent and support the content message. Font sizes and colors are well chosen. | Layout is masterful, logical and appealing. Design elements enhance and reinforce the content message. Font sizes and colors enhance project. |
| **Editing / Creating** | Students CANNOT explain all components of creation/ editing. | Students CAN explain some components of creation/ editing. | Students CAN explain all components of creation/ editing. | Students CAN thoroughly explain all components of creation/ editing. |
| **Graphics**  Are the visual elements of the project appropriate? | No graphics. | Minimal or distracting graphics. Graphics do not support the topic. | Graphics suit the project and support the topic. | Mastery in the selection and use of graphics. Graphics help communicate the topic and enhance the project. |
| **Comments:** | | | | |

Entries can be developed from various non-multimedia application programs such as word processing, spreadsheets, databases or any other non-multimedia software. This category includes, but is not limited to, desktop publishing projects. Hard copies of projects may be displayed at original size to show the judges, but no large displays are allowed, including tri-fold boards.