**Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**RUBRIC FOR COMPUTER SELF-ASSESSMENT**

Below are six numbered paragraphs, each of which describes a computer user/learner. Read all six paragraphs and select the number of the paragraph that comes closest to describing you. Write that number in the space provided at the bottom of this page.

1. Has never or rarely used a computer or the Internet. Is very worried and uncomfortable about having to use a computer or the Internet.
2. Uses a computer or the Internet occasionally. Can turn a computer on and access the Internet, but understands little else. Needs considerable direction and support to handle even the most fundamental tasks.
3. Uses a computer competently in a structured work situation, but is still uncomfortable with unfamiliar applications. Can follow clear step-by-step directions, but cannot use the computer as a tool. Does not fully understand how programs and data differ and how they are organized, stored, and accessed. Can use the Internet with assistance.
4. Has some experience using the computer or the Internet as a tool. Can use word processing and other programs. Can learn additional programs with training. Is able to experiment and try different things out on the computer or the Internet. Understands the basic structure of the computer and the difference between programs and data. Comfortable using the Internet, including using search engines such as Google.
5. Experienced and confident using the computer as a tool. Able to do troubleshooting to solve problems. Comfortable using help systems and manuals to learn how to use software or Internet tools. Able to determine the appropriate software or Internet tool to use to accomplish a task. Able to locate and use appropriate web sites or tools to access information or accomplish a task.
6. Frequently helps others with their computer and Internet problems. Can clearly explain to others computer and Internet capabilities and functions. Can evaluate web sites, software, and hardware. Tests new software and Internet based tools and creatively uses them to improve productivity and quality.

Self-assessment number \_\_\_\_\_\_\_\_\_\_\_\_\_\_

© 2016 Kenneth Tamarkin