

### BBA-ACC Locating, Evaluating and Using Information Rubric

	<b>Level 1</b>	<b>Level 2</b>	<b>Level 3</b>	<b>Level 4</b>
<b>Seeks Information</b>	Consults an insufficient number of quality sources	Gathers information from a limited range of sources; may rely too much on one kind of source	Gathers good information from a variety of sources; may have missed a few	Gathers optimal information from a variety of quality electronic and print sources, including ABI Inform
<b>Evaluates Information</b>	Shows no evidence of understanding what information is useful or of good quality	Uses some quality sources, but uses too many that are poor or tangential	Does a good job evaluating the quality and usefulness of sources	Evaluates and selects only the best sources for usefulness and quality
<b>Uses Information</b>	Reaches conclusions that do not have enough support. Question or problem ineffectively resolved. Most necessary idea/points are missing	Conclusions could have been better supported. Question or problem minimally resolved. Some necessary ideas/points are missing	Uses information to draw appropriate conclusions, answer a question, or solve a problem. Some minor ideas/points are missing	Uses information effectively to draw appropriate conclusions, and optimally answer a question or solve a problem. All relevant ideas/points included
<b>Sources Information</b>	Materials are clearly plagiarized, either intentionally or through ignorance	Documentation is improperly constructed or absent body of paper and/or bibliography	Documents with care (in body of paper and bibliography) although a few errors are noted	All ideas, text and media are properly cited (in body of paper and bibliography), following a recognized style