

Technology Rubric: Teacher-Librarian Self-Assessment

[Consider your placement on the rubric in light of the receptiveness of your staff members.
Not all interactions will be at the "expert" level at all times.]

Key Component	Novice	Apprentice	Practitioner	Expert
Use of Technology Tools	Teacher-librarian (TL) uses basic tools such as email, word processing software and the Internet to meet personal needs	TL uses basic technology tools to collect resources and enhance instruction	TL uses on-line databases and Internet resources such as hotlists and webquests to meet instructional needs	TL effectively uses Internet resources, databases and multimedia software to create hotlists, on-line activities and webquests to meet curriculum objectives and the needs of the learners
Integration of Technology into Instruction	TL focuses instruction on "how" to use technology tools such as word processing software	TL introduces students to technology skills required for the location, access and selection of resources	TL and teacher consider a variety of technology tools (email, Internet, databases, etc.) when collaboratively planning; encourage students to use technology resources for information gathering, organizing, and synthesizing, as well as publishing	TL and teacher plan collaboratively to effectively use available technology tools and resources to support the teaching of curriculum objectives and to differentiate instruction to meet the learning needs of all students; ethical use of technology is integrated into instruction
Leadership in Technology	TL is still developing the skills necessary to provide leadership in the use and integration of technology into instruction	TL has skills necessary to provide support in the use of technology for basic needs such as locating and accessing information	TL organizes professional learning opportunities for teachers and feels comfortable coaching colleagues in how to use technology to enhance instruction	TL plans and provides professional development related to the effective and seamless integration of technology into the learning process; TL maintains a library web site with links in various subject areas to appropriate web sites
Library Management Software	Access to resources available through a card catalogue and manual circulation system	Access to resources available through an electronic catalogue at library workstations; electronic circulation of materials	Library management software used for circulation, cataloguing (using standard MARC format and unabridged Dewey), basic reports and inventory; school resources accessed through an online public access catalogue (OPAC) available on school computers	Library operations are fully automated with extensive reporting tools available to collect statistical information; standard MARC records are used with cataloguing adhering to international standards; access to system resources available from all schools computers and via the internet from outside the school

The Reflective Practitioner

Reflect: Inventory your strengths in technology. What is your plan for continuing to develop skills in the use of technology?

Act: Revisit a collaboratively planned learning experience and identify how technology could be integrated to improve and enhance it.