

Portfolio Quality Indicator Rubric

	Fully	Partially	Not At All
COMPREHENSIVE	Takes all elements of the competency into account and addressed fully.	Does not address all elements or portions of the competency.	Evidence included does not address the competency.
WELL WRITTEN	Clearly written professionally and respectfully, no more than 3 errors.	Difficult to understand, a number of errors.	Numerous errors; unprofessional use of language, slang.
POSITIVE TONE	Tone is positive and reflects policies/procedures/etc. that are inclusive and respectful of families, children and staff.	Tone is not welcoming toward families, children, and/or staff.	Tone is unfriendly.
BEST PRACTICE	Shows knowledge and expertise in the following key areas: state regulations, STARS, NAEYC, and financial practices, leadership practices, inclusion practices, ethical practices.	Evidence shows understanding of what should be done in this field.	Evidence is not reflective of what is best for children, staff and/or families.
DEMONSTRATES THINKING & UNDERSTANDING	The evidence selected is the best possible piece of evidence; it shows that the candidate understands the competency and applies it regularly into practice.	Evidence selected covers the competency but does not show application in practice.	The evidence lacks a solid link to the competency and lacks evidence of application into practice.

UPDATED OCTOBER 2012