

**PC Build and Manual Part 1**

Criteria	Excellent	Good	Acceptable (Minimally Proficient)	Needs Improvement	Needs Significant Improvement	Missing or Unacceptable
<p>Follow proper procedures and protocols in completing IT-related tasks: Sections 1 - 5 of the manual</p>	<p>Provided an excellent description of the workspace environment, included best practices when working in a carpeted room, and included visuals. The manual includes specific explanations on why the solution was chosen.</p>	<p>Provided an outstanding description of the workspace environment, included best practices when working in a carpeted room, and included visuals.</p>	<p>Provided a description of the workspace environment, included best practices when working in a carpeted room, and included visuals.</p>	<p>Provided a description of the workspace environment, included best practices when working in a carpeted room, but did not include visuals.</p>	<p>Provided a description of the workspace environment, but did not include best practices when working in a carpeted room, and did not include visuals.</p>	<p>The workspace environment, best practices when working in a carpeted room, and visuals were off topic or failed to provide required level of detail.</p>
<p>Assessed the proper motherboard hardware and steps for installation</p>	<p>Provided an excellent description of the motherboard hardware, included detailed steps for installation, and included visuals for each step. The manual includes specific explanations on why the solution was chosen.</p>	<p>Provided an outstanding description of the motherboard hardware, included most steps for installation, and included visuals for most steps.</p>	<p>Provided a description of the motherboard hardware, included steps for installation, and included visuals for some steps.</p>	<p>Provided a description of the motherboard hardware, included steps for installation, but did not include visuals.</p>	<p>Provided a description of the motherboard hardware, but did not include steps for installation, and did not include visuals.</p>	<p>The motherboard hardware, steps for installation, and visuals were off topic or failed to provide required level of detail.</p>

<p>Assessed the proper power supply hardware and steps for installation</p>	<p>Provided an excellent description of the power supply hardware, included detailed steps for installation, and included visuals for each step. The manual includes specific explanations on why the solution was chosen.</p>	<p>Provided an outstanding description of the power supply hardware, included most steps for installation, and included visuals for most steps.</p>	<p>Provided a description of the power supply hardware, included steps for installation, and included visuals for some steps.</p>	<p>Provided a description of the power supply hardware, included steps for installation, but did not include visuals.</p>	<p>Provided a description of the power supply hardware, but did not include steps for installation, and did not include visuals.</p>	<p>The power supply hardware, steps for installation, and visuals were off topic or failed to provide required level of detail.</p>
<p>Assessed the proper Central Processing Unit (CPU) hardware and steps for installation</p>	<p>Provided an excellent description of the CPU hardware, included detailed steps for installation, and included visuals for each step. The manual includes specific explanations on why the solution was chosen.</p>	<p>Provided an outstanding description of the CPU hardware, included most steps for installation, and included visuals for most steps.</p>	<p>Provided a description of the CPU hardware, included steps for installation, and included visuals for some steps.</p>	<p>Provided a description of the CPU hardware, included steps for installation, but did not include visuals.</p>	<p>Provided a description of the CPU hardware, but did not include steps for installation, and did not include visuals.</p>	<p>The CPU hardware, steps for installation, and visuals were off topic or failed to provide required level of detail.</p>
<p>Assessed the proper Random Access Memory (RAM) hardware and steps for installation</p>	<p>Provided an excellent description of the RAM hardware, included</p>	<p>Provided an outstanding description of the RAM hardware, included most steps for installation, and</p>	<p>Provided a description of the RAM hardware, included steps for installation, and</p>	<p>Provided a description of the RAM hardware, included steps for installation, but did not include visuals.</p>	<p>Provided a description of the RAM hardware, but did not include steps for installation, and</p>	<p>The RAM hardware, steps for installation, and visuals were off topic or failed to provide</p>

	detailed steps for installation, and included visuals for each step. The manual includes specific explanations on why the solution was chosen.	included visuals for most steps.	included visuals for some steps.		did not include visuals.	required level of detail.
Use of Authoritative Sources / Resources	Work contains a reference list containing entries for all cited sources. Reference list entries and in-text citations are correctly formatted using the appropriate IEEE style for each type of resource. The description appropriately used information from 5 or more authoritative sources, i.e. journal articles, industry or trade publications, news articles, industry or government white papers and authoritative Web sites.	Work contains a reference list containing entries for all cited sources. One or two minor errors in IEEE format for in-text citations and/or reference list entries. The description appropriately used information from 4 or more authoritative sources, i.e. journal articles, industry or trade publications, news articles, industry or government white papers and authoritative Web sites.	Work contains a reference list containing entries for all cited sources. No more than 5 minor errors in IEEE format for in-text citations and/or reference list entries. The description appropriately used information from 3 or more authoritative sources, i.e. journal articles, industry or trade publications, news articles, industry or government white papers and authoritative Web sites.	Work contains a reference list containing entries for cited sources. Work contains no more than 5 minor errors in IEEE format for in-text citations and/or reference list entries. The description appropriately used information from 2 or more authoritative sources, i.e. journal articles, industry or trade publications, news articles, industry or government white papers and authoritative Web sites.	Work attempts to credit sources but demonstrates a fundamental failure to understand and apply the IEEE formatting standard.  The description appropriately used information from 1 or more authoritative sources, i.e. journal articles, industry or trade publications, news articles, industry or government white papers and authoritative Web sites.	Reference list is missing. Work demonstrates an overall failure to incorporate and/or credit authoritative sources for information used in the paper.

	authoritative Web sites.					
Satisfy standards of writing style and grammatical correctness	No formatting, grammar, spelling, or punctuation errors. Manual contains no computer jargon and all technical terms are explained.	Work contains minor errors in formatting, grammar, spelling or punctuation which do not significantly impact professional appearance. Manual contains two uses of computer jargon and explains all technical terms used.	Errors in formatting, spelling, grammar, or punctuation which detract from professional appearance of the submitted work. Manual contains three uses of computer jargon and explains most technical terms used.	Submitted work has numerous errors in formatting, spelling, grammar, or punctuation. Work is unprofessional in appearance. Manual contains four uses of computer jargon and explains some technical terms used.	Submitted work is difficult to read / understand and has significant errors in formatting, spelling, grammar, punctuation, or word usage. Manual contains five or more uses of computer jargon and does not explain technical terms used.	No work submitted for this assignment.
<b>Overall Score</b>	<b>Excellent</b>	<b>Good</b>	<b>Acceptable (Minimally Proficient)</b>	<b>Needs Improvement</b>	<b>Needs Significant Improvement</b>	<b>No Submission</b>

**PC Build and Manual Part 2**

Criteria	Excellent	Good	Acceptable (Minimally Proficient)	Needs Improvement	Needs Significant Improvement	Missing or Unacceptable
Assessed the proper hard drive hardware and steps for installation	Provided an excellent description of the hard drive hardware, included detailed steps for installation, and included visuals for each step. The manual includes specific explanations on why the solution was chosen.	Provided an outstanding description of the hard drive hardware, included most steps for installation, and included visuals for most steps.	Provided a description of the hard drive hardware, included steps for installation, and included visuals for some steps.	Provided a description of the hard drive hardware, included steps for installation, but did not include visuals.	Provided a description of the hard drive hardware, but did not include steps for installation, and did not include visuals.	The hard drive hardware, steps for installation, and visuals were off topic or failed to provide required level of detail.
Assessed the proper optical drive hardware and steps for installation	Provided an excellent description of the optical drive hardware, included detailed steps for installation, and included visuals for each step. The manual includes specific explanations on why the solution was chosen.	Provided an outstanding description of the optical drive hardware, included most steps for installation, and included visuals for most steps.	Provided a description of the optical drive hardware, included steps for installation, and included visuals for some steps.	Provided a description of the optical drive hardware, included steps for installation, but did not include visuals.	Provided a description of the optical drive hardware, but did not include steps for installation, and did not include visuals.	The optical drive hardware, steps for installation, and visuals were off topic or failed to provide required level of detail.

<p>Assessed the proper video card hardware and steps for installation</p>	<p>Provided an excellent description of the video card hardware, included detailed steps for installation, and included visuals for each step. The manual includes specific explanations on why the solution was chosen.</p>	<p>Provided an outstanding description of the video card hardware, included most steps for installation, and included visuals for most steps.</p>	<p>Provided a description of the video card hardware, included steps for installation, and included visuals for some steps.</p>	<p>Provided a description of the video card hardware, included steps for installation, but did not include visuals.</p>	<p>Provided a description of the video card hardware, but did not include steps for installation, and did not include visuals.</p>	<p>The video card hardware, steps for installation, and visuals were off topic or failed to provide required level of detail.</p>
<p>Assessed the proper method to connect monitors, keyboards, and the mouse</p>	<p>Provided an excellent description of the monitor, keyboard, and mouse steps for installation, and included visuals for each step. The manual includes specific explanations on why the solution was chosen.</p>	<p>Provided an outstanding description of the monitor, keyboard, and mouse steps for installation, and included visuals for most steps.</p>	<p>Provided a description of the monitor, keyboard, and mouse steps for installation, and included visuals for some steps.</p>	<p>Provided a description of the monitor, keyboard, and mouse steps for installation, but did not include visuals.</p>	<p>Provided a description of the monitor, keyboard, and mouse hardware, but did not include steps for installation, and did not include visuals.</p>	<p>The monitor, keyboard, and mouse hardware, steps for installation, and visuals were off topic or failed to provide required level of detail.</p>
<p>Identified and described the steps for BIOS setup and configuration</p>	<p>Provided an excellent description of the steps for BIOS installation and configuration, and included visuals for each</p>	<p>Provided an outstanding description of most steps for BIOS installation and configuration, and included visuals for most steps.</p>	<p>Provided a description of the BIOS installation and configuration, and included visuals for some steps.</p>	<p>Provided a description of the BIOS installation and configuration, but did not include visuals.</p>	<p>Provided a limited description of the BIOS configuration and installation hardware, and did not include visuals.</p>	<p>The BIOS installation and configuration steps, and visuals were off topic or failed to provide required level of detail.</p>

	step. The manual includes specific explanations on why the solution was chosen.					
Use of Authoritative Sources / Resources	Work contains a reference list containing entries for all cited sources. Reference list entries and in-text citations are correctly formatted using the appropriate IEEE style for each type of resource. The description appropriately used information from 5 or more authoritative sources, i.e. journal articles, industry or trade publications, news articles, industry or government white papers and authoritative Web sites.	Work contains a reference list containing entries for all cited sources. One or two minor errors in IEEE format for in-text citations and/or reference list entries. The description appropriately used information from 4 or more authoritative sources, i.e. journal articles, industry or trade publications, news articles, industry or government white papers and authoritative Web sites.	Work contains a reference list containing entries for all cited sources. No more than 5 minor errors in IEEE format for in-text citations and/or reference list entries. The description appropriately used information from 3 or more authoritative sources, i.e. journal articles, industry or trade publications, news articles, industry or government white papers and authoritative Web sites.	Work contains a reference list containing entries for cited sources. Work contains no more than 5 minor errors in IEEE format for in-text citations and/or reference list entries. The description appropriately used information from 2 or more authoritative sources, i.e. journal articles, industry or trade publications, news articles, industry or government white papers and authoritative Web sites.	Work attempts to credit sources but demonstrates a fundamental failure to understand and apply the IEEE formatting standard. The description appropriately used information from 1 or more authoritative sources, i.e. journal articles, industry or trade publications, news articles, industry or government white papers and authoritative Web sites.	Reference list is missing. Work demonstrates an overall failure to incorporate and/or credit authoritative sources for information used in the paper.

Satisfy standards of writing style and grammatical correctness	No formatting, grammar, spelling, or punctuation errors. Manual contains no computer jargon and all technical terms are explained.	Work contains minor errors in formatting, grammar, spelling or punctuation which do not significantly impact professional appearance. Manual contains two uses of computer jargon and explains all technical terms used.	Errors in formatting, spelling, grammar, or punctuation which detract from professional appearance of the submitted work. Manual contains three uses of computer jargon and explains most technical terms used.	Submitted work has numerous errors in formatting, spelling, grammar, or punctuation. Work is unprofessional in appearance. Manual contains four uses of computer jargon and explains some technical terms used.	Submitted work is difficult to read / understand and has significant errors in formatting, spelling, grammar, punctuation, or word usage. Manual contains five or more uses of computer jargon and does not explain technical terms used.	No work submitted for this assignment.
<b>Overall Score</b>	<b>Excellent</b>	<b>Good</b>	<b>Acceptable (Minimally Proficient)</b>	<b>Needs Improvement</b>	<b>Needs Significant Improvement</b>	<b>No Submission</b>

**PC Build and Manual Part 3**

Criteria	Excellent	Good	Acceptable (Minimally Proficient)	Needs Improvement	Needs Significant Improvement	Missing or Unacceptable
Identified the steps necessary to install Microsoft Windows 7 operating system	Provided an excellent description of the installation of Windows 7, included explicit details, and included visuals for each step. The manual includes specific explanations on why the solution was chosen.	Provided an outstanding description of the installation of Windows 7, included explicit details for most steps, and included visuals for most steps.	Provided a description of the installation of Windows 7, included explicit details for some steps, and included visuals for some steps.	Provided a description of the installation of Windows 7, included details for some steps, but did not include visuals.	Provided a description of the installation of Windows 7, but did not include details for the steps, and did not include visuals.	The steps for the installation of Windows 7, and visuals were off topic or failed to provide required level of detail.
Assessed the critical Windows 7 feature required and details steps for completion	Provided an excellent description of the critical Windows 7 features, included explicit details, and included visuals for each step. The manual includes specific explanations on why the solution was chosen.	Provided an outstanding description of the critical Windows 7 features, included explicit details for most steps, and included visuals for most steps.	Provided a description of the critical Windows 7 features, included explicit details for some steps, and included visuals for some steps.	Provided a description of the critical Windows 7 features, included details for some steps, but did not include visuals.	Provided a description of the critical Windows 7 features, but did not include details for the steps, and did not include visuals.	The steps for the critical Windows 7 features, and visuals were off topic or failed to provide required level of detail.
Use of Authoritative Sources / Resources	Work contains a reference list containing entries for all cited sources.	Work contains a reference list containing entries for all cited sources. One or two minor	Work contains a reference list containing entries for all cited sources. No more	Work contains a reference list containing entries for cited sources. Work contains no more	Work attempts to credit sources but demonstrates a fundamental failure to understand and	Reference list is missing. Work demonstrates an overall failure to incorporate

	Reference list entries and in-text citations are correctly formatted using the appropriate IEEE style for each type of resource. The description appropriately used information from 5 or more authoritative sources, i.e. journal articles, industry or trade publications, news articles, industry or government white papers and authoritative Web sites.	errors in IEEE format for in-text citations and/or reference list entries. The description appropriately used information from 4 or more authoritative sources, i.e. journal articles, industry or trade publications, news articles, industry or government white papers and authoritative Web sites.	than 5 minor errors in IEEE format for in-text citations and/or reference list entries. The description appropriately used information from 3 or more authoritative sources, i.e. journal articles, industry or trade publications, news articles, industry or government white papers and authoritative Web sites.	than 5 minor errors in IEEE format for in-text citations and/or reference list entries. The description appropriately used information from 2 or more authoritative sources, i.e. journal articles, industry or trade publications, news articles, industry or government white papers and authoritative Web sites.	apply the IEEE formatting standard.  The description appropriately used information from 1 or more authoritative sources, i.e. journal articles, industry or trade publications, news articles, industry or government white papers and authoritative Web sites.	and/or credit authoritative sources for information used in the paper.
Satisfy standards of writing style and grammatical correctness	No formatting, grammar, spelling, or punctuation errors. Manual contains no computer jargon and all technical terms are explained.	Work contains minor errors in formatting, grammar, spelling or punctuation which do not significantly impact professional appearance. Manual contains two uses of computer jargon and explains all technical terms used.	Errors in formatting, spelling, grammar, or punctuation which detract from professional appearance of the submitted work. Manual contains three uses of computer jargon and	work has numerous errors in formatting, spelling, grammar, or punctuation. Work is unprofessional in appearance. Manual contains four uses of computer jargon and explains some technical terms used.	Submitted work is difficult to read / understand and has significant errors in formatting, spelling, grammar, punctuation, or word usage. Manual contains five or more uses of computer jargon and does not	No work submitted for this assignment.

			explains most technical terms used.		explain technical terms used.	
<b>Overall Score</b>	<b>Excellent</b>	<b>Good</b>	<b>Acceptable (Minimally Proficient)</b>	<b>Needs Improvement</b>	<b>Needs Significant Improvement</b>	<b>Not Proficient</b>