

Name: _____ Date: _____

Teacher: _____

LESSON GOAL Learn the role and basic functionality of **Sakai**, the learning management system, and demonstrate knowledge of **Sakai** through completion of lesson.

ESSENTIAL QUESTION How do we use **Sakai** for work and communication?

STUDENT EXPECTATIONS

1. Follow instructions to find the online space for the lesson and to properly submit work.
2. Update your profile by adding a picture, nickname, and description.
3. Complete **Introduction of Self** and submit it.
4. Create a Forum response to your classmates.
5. Complete and submit a reflection about the lesson.

Multiply the points by the weighted score and record in the total column for each rubric. Then tally the total points for the final score.						
Weighted Score	Category	Exceeding 9-10 Points	Meeting 6-8 Points	Approaching 3-5 Points	Emerging 0-2 Points	Total
1	Upload a File Demonstrate ability to upload a file.	Followed all instructions and successfully uploaded a file.	Followed most instructions and successfully uploaded a file without needing extra assistance.	Followed some instructions and uploaded a file with extra assistance.	Made a minimal attempt to upload a file.	
1	Change a Profile Demonstrate ability to change a profile.	Followed all instructions and successfully changed a profile.	Followed most instructions and successfully changed a profile without needing extra assistance.	Followed some instructions and changed a profile with extra assistance.	Made a minimal attempt to change a profile.	
4	<input checked="" type="checkbox"/> ASSIGNMENT 1 Complete and Submit Worksheet Complete Introduction to Sakai – Introduction of Self Worksheet and submit it.	Completed and submitted responses, answering all questions thoroughly.	Completed and submitted answers.	Completed some of the answers, submitted or not.	Made a minimal effort to answer the questions and submit them.	
2	Post to a Forum Demonstrate ability to post to a forum.	Created extensive and thoughtful forum post and followed instructions to post.	Created forum post and followed instructions to post.	Created forum post but failed to post it properly; or created a post that did not follow instructions.	Did little or no work on this assignment.	
2	<input checked="" type="checkbox"/> ASSIGNMENT 2 Reflection Reflect on ability and advantages of using a learning management system.	Wrote a reflection that extensively answered the questions and reflected on the lesson.	Wrote a reflection that answered the questions and reflected on the lesson.	Wrote a reflection that answered some or most of the questions.	Did little or no work on this assignment.	