

ULS Information Literacy Rubric

	Novice	Developing	Proficient	Accomplished
Develop Research Strategy	Unable to narrow topic; Unsure of how to find information needed for assignment	Understands nature & scope of assignment; Determines general keywords in relation to topic to begin searching	Shows an increased understanding of information needed for topic; Refines keywords and develops synonyms for search terms	Able to adapt search process to topic; Knows what keywords and phrases to employ
Select Finding Tools	Unclear as to what information sources to use or where to find sources appropriate to information need	Understands the difference between scholarly & general sources; Seeks assistance in selecting information sources	Selects appropriate tools for research on a particular topic	Identifies disciplinary research sources; Utilizes non-traditional information sources
Search	Demonstrates & applies an understanding of keyword searching	Demonstrates how searches may be limited or expanded by modifying search	Understands & utilizes controlled vocabulary	Utilizes advanced search techniques to retrieve appropriate information
Use Finding Tool Features	Understands appropriate search tools	Uses search tools at basic level	Finds & utilizes advanced searching tools	Consistently utilizes advanced search features
Retrieve Sources	Recognizes different information formats	Determines availability of and locates sources	Efficiently retrieves different formats of information	Identifies various retrieval methods for items not available at the library
Evaluate Sources	Limited ability to evaluate information quality & source	Understands difference between primary & secondary sources	Understands difference in quality of various information sources	Evaluates sources using discipline-specific criteria
Document Sources	Understands the need to cite sources	Interprets citations & is able to locate a required style guide	Is able to correctly complete citations for various formats	Utilizes discipline-specific citation formats; locates source material from citations
Understand Economic, Legal, and Social Issues	Understands University policies regarding plagiarism & intellectual integrity	Properly cites sources using a standard format; Understands plagiarism & does not plagiarize	Uses information ethically	Understands the economic issues of information; Recognizes when to obtain copyright permission

Developed by the Instruction Subgroup of the Information Literacy & Assessment Working Group
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