



SCORE	CATEGORY	4 = Exemplary	3 = Commendable	2 = Acceptable	1 = Marginal
<b>PURPOSE, PROGRAM, STANDARDS and COLLABORATION</b>					
_____	<b>Purpose and Program</b>	The site has a clear purpose and goals that are carried out throughout the site. Site succeeds in addressing needs of the intended audience.	The site has stated purpose, goals & intended audience. Site addresses the needs of the audience.	The purpose & goals of site somewhat muddy or vague. Needs of audience not addressed.	Site lacks a purpose and goals. Needs of the audience are not addressed.
_____	<b>Info on School Library Standards for teachers / parents / students as appropriate</b>	The website includes school library standards and/or benchmarks, links to AASL's L4L, ISTE, Future Ready or MA DESE and district frameworks. Standards are prominently featured. Represents current "best practices."	The website includes school library standards and/or benchmarks, links to AASL's L4L, ISTE, or MA DESE and district frameworks. Represents current "best practices."	The website may include links to AASL, ISTE, or state frameworks. Not prominently displayed.	The website has few if any links to library standards or frameworks.
_____	<b>Evidence of Outreach and Collaboration (within the community)</b>	Includes information about parent organizations, public libraries, and statewide library organizations. Strong promotion of commonly shared activities and programs.	Links, information about parent organizations, public libraries, statewide library organizations. Some mention commonly shared activities, prog.	Includes information on parent organizations, public libraries, and statewide library organizations. Few shared activities, prog.	No links or info about parent organizations, public libraries, and statewide library organizations.
_____	<b>Evidence of Collaboration (within school)</b>	Collaboration is intentional with evidence of librarian outreach. Many links to class projects. Very open, inviting.	Teachers have a clear path to contact librarian and collaborate; some links showing projects.	Little evidence of outreach to classroom teachers. A few links to class projects.	Little or no evidence of collaboration within the school.
<b>CONTENT</b>					
_____	<b>Citation, Copyright and Fair Use.</b>	Website has superior citation resources appropriate for the grade level and addresses the issue of academic integrity. Follows Fair Use guidelines with clear, easy-to-locate and accurate citations for all copyrighted material.	Website has good citation resources appropriate for the grade level, addressing issue of acad integrity. Follows Fair Use guidelines with clear, easy-to-locate, accurate citations for most copyrighted material. A few omissions of citations.	Minimal citation resources for student instruction of academic integrity. Follows Fair Use guidelines with clear, easy-to-locate, accurate citations for most copyrighted material, but needs citation help.	Lacks resources for citation and academic integrity. Copyrighted materials are not properly documented.
_____	<b>Catalog and subscription databases</b>	Links to the Online Catalog and subscription databases are prominently displayed and user friendly.	Links to the Online Catalog & subscription databases prominently displayed, user friendly but room for improvement.	Links to the Online Catalog and subscription databases may be confusing. Not user-friendly.	Catalog may not be online. Database links are limited/ missing/ confusing
<b>NOTE: Sites posting subscription database passwords violate contracts and are automatically disqualified from award consideration.</b>					
_____	<b>Links (content) and current web tools.</b> <i>Ex: LibGuides; Not subscription databases</i>	All links point to high quality, up-to date, credible sites. All links are error free. Uses the latest web tools and resources for educators and students.	Almost all links point to high quality, up-to-date, credible sites. All links are error-free. Uses some of the latest web tools and resources for educators and students.	Most links point to high quality, up-to date, credible sites. A few "dead" links found. There is some use of current web tools for educators and students.	Few of the links point to high quality, up to date, credible sites. More than one "dead" link found. Very limited use of current web tools.
_____	<b>Author contact info, staff, hours; Revision date / update</b>	Information is readily available as to how to contact the page author(s); Staff contact information, hours available throughout the site. Date of creation/revision clearly posted on all pages.	Page author info on all pages; Lists staff contact information, hours on homepage but nowhere else. Date of creation/ revision clearly posted on many pages.	Difficult to find contact info for page author, staff and hours. Date of creation/revision posted on just the home page.	No listing of author, staff, hours. Date of creation and revision not posted.
_____	<b>NET SAFETY promotion</b>	Library program incorporates best practices for teaching "digital footprint" & net safety.	Some emphasis on safety in a digital environment.	Very little teaching of internet safety.	No evidence of any teaching of internet safety.



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<b>DESIGN, ORGANIZATION and TECHNICAL ASPECTS</b>					
_____	<b>Design</b> <i>(Layout, background, fonts, color scheme)</i>	Design is exceptionally attractive, consistent throughout the site, adds to the theme or purpose of the site, and does not detract from readability. White space, graphic elements and/or alignment are used effectively to organize material.	Design is attractive, consistent throughout the site, adds to the theme or purpose of the site, and does not detract from readability.	Design is consistent across most pages and does not detract from readability. The pages have a usable layout, but may appear busy or boring.	Design detracts from the readability of the site. The pages are cluttered / confusing.
_____	<b>Navigation</b>	Navigation is clean and logical. Links for navigation are clearly labeled, consistently placed, allow the reader to easily move within the site. Ease of use is due to the simplicity of the site.	Navigation is clean and logical. Links for navigation are clearly labeled, allow the reader to easily move within the site. Navigation could be simplified.	Links for navigation take the reader where s/he expects to go, but some needed links seem to be missing. A user sometimes gets lost.	A user typically feels lost – not user-friendly.
_____	<b>Images and Graphics</b> <i>(accessibility and citation)</i>  Sites without graphics receive 0 points	All images and graphics, especially those that are used for navigation, have an ALT tag describing the image and its links to assist users with visual impairments. All images and graphics are cited.	Most images and graphics, especially those that are used for navigation, have an ALT tag describing the image and its links to assist users with visual impairments. All images and graphics are cited.	Many images and graphics, especially those that are used for navigation, have an ALT tag describing the image and its links to assist visually impaired users. Many images and graphics are cited.	The needs of visually impaired Internet users are ignored. Few if any image or graphic citations.
_____	<b>Spelling and Grammar</b>	There are no errors in spelling, punctuation or grammar.	There are 1-3 errors in spelling, punctuation or grammar.	There are 4-5 errors in spelling, punctuation or grammar.	There are more than 5 errors in spelling, punctuation or grammar.

\_\_\_\_\_ **TOTAL SCORE / 52 possible**

**Comments:**