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|  | 4: Exemplary | 3:Acceptable | 2: Developing | 1: Ineffective |
| Determine information needs | Constructs a clear and focused research question or thesis statement. | Constructs a research question or thesis statement | Constructs a research topic, but has difficulty developing a clear, focused research question or thesis statement. | Research question or thesis statement is not evident |
| Find and evaluate information | Uses a wide variety of print and electronic sources, such as books, periodical articles, and online documents, appropriate to stated research topic.All sources of information are both relevant to the topic and are authoritative, credible and appropriate for academic work. | Uses sources appropriate to research topic, but some sources lack variety or depth. Most sources of information are relevant to the topic and are authoritative, credible and mostly appropriate for academic work. | Uses sources that lack variety or depth, and has not sufficiently explored sources on the topic. Many sources do not appear relevant and/or are of questionable authority credibility, and marginally appropriate for academic work. | Uses poor sources and has not explored the breadth of sources.Sources lack relevance to the topic and are not authoritative, credible, or appropriate for academic work. |
| Use and integrate information | Successfully integrates information in ways that support individual arguments and the overall thesis by summarizing, paraphrasing, and/or quoting. | Integrates most information in ways that support individual arguments and the overall thesis by summarizing, paraphrasing, and/or quoting. | Relies on quoting or “patch writing” from sources with limited accompanying evidence of critical reflection on sources; limited integration of information from sources. | Relies on quoting or “patch writing” from sources without demonstrating true engagement with sources; does not incorporate sufficient information from sources. |
| Retrieve and use information ethically | Demonstrates meticulous use of citation style throughout the paper, including in-text citations and bibliography. | Demonstrates use of citation style throughout the paper with only occasional errors or inconsistencies including in-text citations and bibliography. | Attempts to use citations style, but frequently cites sources incorrectly or omits some necessary citations including in-text citations and bibliography. | Displays fundamental and pervasive errors in use of citation style including in-text citations and bibliography. |