

TABLE 4.2 CLASSROOM EQUIPMENT EVALUATION RUBRIC

EQUIPMENT:

DESCRIPTION:

VENDOR:

COST:

NOTES ON ITS USE:

Please rate the features below for each piece of hardware. Next to each of the items in the rubric, mark the box that best reflects your opinion.

EVALUATION CRITERIA

<i>Hardware Feature</i>	1 <i>Poor</i>	2 <i>Below Average</i>	3 <i>Average</i>	4 <i>Above Average</i>	5 <i>Excellent</i>
Ease of setup	No or minimal setup instructions; poor or missing summary list of hardware components	Instructions poorly written and somewhat difficult to follow; minimal description of equipment components	Instructions complete and adequately user-friendly; necessary equipment descriptions included	Clear and complete instructions; parts identified by letter or code to correspond to instructions	Pictorial or video guide showing step-by-step assembly with clear, easy-to-follow instructions; equipment goes together easily and smoothly
Ease of use	Equipment complex and difficult for students to use alone; time consuming and complex for teachers	Students can use with minimal support by teacher; teachers can use with some difficulty	Students can use without support after initial orientation; teachers can use with minimal practice	Students can use with brief orientation; teachers can use with little or no practice	Students can use without orientation or support, teachers can use with no practice
Space requirement	Space required may exceed maximum available	Space required somewhat large, but available room could be adjusted to accommodate equipment	Space required by equipment is appropriate to available space with current room configuration	Space requirement is appropriate and equipment will fit comfortably in the room	Space requirement is equal to or less than the space available; equipment adds to the look and usefulness of the room without crowding
Standards consistency	Little or no congruence with school standards	Matches or resembles only a few standards	Matches or resembles an adequate number of standards	Matches the majority of applicable standards	Matches all school, district, and national professional association standards
Documentation	Documentation is excessively technical and/or difficult to follow	Documentation is generally understandable but not very user-friendly	Documentation is user-friendly and is reasonably easy to follow	Clear documentation that is logical and easy to follow	Very clear, user-friendly documentation that leaves no questions
Compatibility	Excessively incompatible with existing hardware and software	Somewhat incompatible with existing equipment; may run some existing software	Adequately compatible with existing equipment and software; some modifications may be required	Mostly compatible with existing hardware and software; few modifications necessary	Fully compatible with existing hardware and software; no modifications necessary
Technical support	No local or toll-free telephone support available	No local support; phone support available for an hourly fee	Local support and phone support available for modest fees	Local tech help available for modest fee; no-charge phone support	Local help and toll-free support readily available at no charge

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Table 4.2, continued

EVALUATION CRITERIA

<i>Hardware Feature</i>	1 <i>Poor</i>	2 <i>Below Average</i>	3 <i>Average</i>	4 <i>Above Average</i>	5 <i>Excellent</i>
Tutorials/training available	No tutorials packaged with equipment; no online or other training available	Minimal tutorials packaged with equipment; few free or inexpensive optional tutorials or training available	Brief tutorial provided on CD-ROM with equipment; some additional tutorials or training available at minimal cost	CD and online tutorials readily available for free or minimal cost; some in-house training available for a reasonable fee	CD and online tutorials and training materials available without charge; in-house training provided for free or minimal cost
Warranty	No warranty evident; no method for resolution of problems with new equipment	Warranty period is less than 6 months; complex process for resolving problems	Warranty provided for 6 months to 1 year; process for resolution of problems is reasonable	One-year warranty plus phone support provided; simple process available for resolution of new equipment problems	More than one year warranty and phone support; easy process for problem resolution
Other criteria (List your own topic and criteria)					

Total the score for each piece of hardware. Compare the scores. The piece of hardware with the highest score is your best choice.