

Grade 7 EMS Worksheet

Assessment Task: Technology in Business

Technology in business (Group activity)

1. Work as a group to gather pictures and information about technology. Compile a poster in which you explain the different types of technology and how they are used in business.

[12 marks]

2. Prepare a short presentation of three minutes about how technology is used in business to improve productivity. Each person in your group must get an opportunity to prepare a short part of the presentation. Present this to your class with the poster.

[8 marks]

Look at the assessment rubrics to see how you will be assessed.

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Teacher assessment rubric: poster

Criteria					Marks
Format and style [Marks out of 4]	The poster uses various colours and variation in fonts and font sizes to grab the attention. [4 marks]	The poster uses two to three colours and some variation in fonts and font sizes to grab the attention. [3 marks]	The poster uses one colour and very little variation in font and font size. The poster does not really grab the attention. [2 marks]	The poster is dull and uninteresting. It does not grab the attention at all. [1 mark]	
Information included in poster: the use of technology in business [Marks out of 4]	The poster includes at least four correct facts about the use of technology in business. [4 marks]	The poster includes three correct facts about the use of technology in business. [3 marks]	The poster includes two correct facts about the use of technology in business. [2 marks]	The poster includes one or no correct facts about the use of technology in business. [1 mark]	
Attractiveness of poster [Marks out of 4]	The poster is very attractive and neat. [4 marks]	The poster is attractive and neat. [3 marks]	The poster is somewhat attractive, but not neat. [2 marks]	The poster is unattractive and untidy. [1 mark]	
Total marks out of 12:					

Level 4: 8–12 marks (70–100%) – Outstanding

Level 3: 6–7 marks (50–69%) – Achieved

Level 2: 4–5 marks (35–49%) – Partially achieved

Level 1: 1–3 marks (1–34%) – Not achieved

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Teacher assessment rubric: presentation

Criteria					Marks
Information included in presentation: how technology improves productivity [Marks out of 4]	The presentation includes at least four correct facts about how technology improves productivity. [4 marks]	The presentation includes three correct facts about how technology improves productivity. [3 marks]	The presentation includes two correct facts about how technology improves productivity. [2 marks]	The presentation includes one or no correct facts about how technology improves productivity. [1 mark]	
Presentation [Marks out of 4]	Excellent presentation given with confidence. Very well prepared. [4 marks]	Very good presentation. Good preparation. [3 marks]	Satisfactory presentation. Preparation could have been better. [2 marks]	Poor presentation. Clearly very little preparation. [1 mark]	
Total marks out of 8:					

Level 4: 6–8 marks (70–100%) – Outstanding

Level 3: 4–5 marks (50–69%) – Achieved

Level 2: 3 marks (35–49%) – Partially achieved

Level 1: 1–2 marks (1–34%) – Not achieved

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Suggested Solutions

Not applicable.

Appendix of Assessment Tools

Teacher assessment rubric: poster

Criteria					Marks
Format and style [Marks out of 4]	The poster uses various colours and variation in fonts and font sizes to grab the attention. [4 marks]	The poster uses two to three colours and some variation in fonts and font sizes to grab the attention. [3 marks]	The poster uses one colour and very little variation in font and font size. The poster does not really grab the attention. [2 marks]	The poster is dull and uninteresting. It does not grab the attention at all. [1 mark]	
Information included in poster: the use of technology in business [Marks out of 4]	The poster includes at least four correct facts about the use of technology in business. [4 marks]	The poster includes three correct facts about the use of technology in business. [3 marks]	The poster includes two correct facts about the use of technology in business. [2 marks]	The poster includes one or no correct facts about the use of technology in business. [1 mark]	
Attractiveness of poster [Marks out of 4]	The poster is very attractive and neat. [4 marks]	The poster is attractive and neat. [3 marks]	The poster is somewhat attractive, but not neat. [2 marks]	The poster unattractive and untidy. [1 mark]	
Total marks out of 12:					

Level 4: 8–12 marks (70–100%) – Outstanding

Level 3: 6–7 marks (50–69%) – Achieved

Level 2: 4–5 marks (35–49%) – Partially achieved

Level 1: 1–3 marks (1–34%) – Not achieved

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Teacher assessment rubric: presentation

Criteria					Marks
Information included in presentation: how technology improves productivity [Marks out of 4]	The presentation includes at least four correct facts about how technology improves productivity. [4 marks]	The presentation includes three correct facts about how technology improves productivity. [3 marks]	The presentation includes two correct facts about how technology improves productivity. [2 marks]	The presentation includes one or no correct facts about how technology improves productivity. [1 mark]	
Presentation [Marks out of 4]	Excellent presentation given with confidence. Very well prepared. [4 marks]	Very good presentation. Good preparation. [3 marks]	Satisfactory presentation. Preparation could have been better. [2 marks]	Poor presentation. Clearly very little preparation. [1 mark]	
Total marks out of 8:					

Level 4: 6–8 marks (70–100%) – Outstanding

Level 3: 4–5 marks (50–69%) – Achieved

Level 2: 3 marks (35–49%) – Partially achieved

Level 1: 1–2 marks (1–34%) – Not achieved