

Rubric for Evaluating Web-based Tools

Components	Essential Questions
Source	<ul style="list-style-type: none"> • Is the tool free or does it require payment? • Does the user need an account? • Does the tool require additional software or plugins?
Access & Compatibility	<ul style="list-style-type: none"> • Does the tool need to be downloaded or installed? • Is the tool web-based? • Does the tool require a specific operating system?
Security & Control	<ul style="list-style-type: none"> • Does the tool or website require a password or an account to gain access? • How does the end user access the tool?
Ease of Use	<ul style="list-style-type: none"> • Is the tool or website easy to navigate? • Does the tool require additional training or information?
End Product	<ul style="list-style-type: none"> • What output method does the tool provide? • Is the information easily obtained or archived for future access?

*Additional items to consider during the evaluation process:

- Conduct keyword searches in public shared/common areas.
- How are user accounts created/managed?
- How do users import/export content from website?
- Review the website for advertisements and check for K-12 appropriateness.
- Read the legal agreement.
- Read the acceptable use policy.
- Review the fee options. If a trial is offered, how long will the trial be available and what happens to content after trial has expired?