

	<b>1 - Emerging</b>	<b>2 - Approaching</b>	<b>3 - Meeting</b>	<b>4 - Exceeding</b>
<b>Purpose</b>	<p>Is aware of OpenRefine's basic purpose, but is unaware of its different uses.</p> <p>Is not confident in identifying OpenRefine's conventions.</p>	<p>Is aware of OpenRefine's basic purpose, but only aware of 1-2 uses.</p> <p>Is comfortable identifying OpenRefine's conventions but struggles with providing an example.</p>	<p>Is aware of OpenRefine's basic purpose, and is knowledgeable of its many uses.</p> <p>Is comfortable identifying OpenRefine's conventions and can provide an example for most.</p>	<p>Is aware of OpenRefine's basic purpose, and is highly proficient at deciding when to use it.</p> <p>Is confident in identifying OpenRefine's conventions and can provide an example for each.</p>
<b>Viewing Data</b>	<p>Is familiar with the terms "filtering," "faceting" and "sorting."</p> <p>Is not exactly aware of their purpose.</p> <p>Is not comfortable actually adjusting the way they view their data in a program.</p>	<p>Is familiar with the terms "filtering," "faceting," and "sorting."</p> <p>Is aware of their purpose.</p> <p>Has awareness of how to use filtering, faceting, and sorting as tools in viewing their data in a program</p>	<p>Is comfortable using the terms "filtering," "faceting," and "sorting."</p> <p>Is aware of their purpose and the ways they are different and the ways they are connected.</p> <p>Is comfortable using filtering, faceting, and sorting as tools in viewing their data in a program.</p>	<p>Is able to accurately explain terms like "filtering," "faceting," and "sorting," while communicating their purpose and the way the terms are interconnected.</p> <p>Is adept at using filtering, faceting, and sorting as tools in viewing their data in a program.</p>
<b>Cleaning Typos and Standardizing Text</b>	<p>Is able to find typos, inconsistencies, and trailing whitespace in a dataset, but is not able to standardize the text.</p> <p>OR</p> <p>Is able to standardize text in a hands-on or case-by-case manner, but not in a systematic manner, e.g.,</p>	<p>Is able to use one to two methods to systematically clean typos and standardize text.</p> <p>OR</p> <p>Is able to standardize text in a systematic manner, but is unable to exclude exceptions from the standardization process.</p>	<p>Is able to use three to five methods to systematically clean typos and standardize text.</p> <p>Is not comfortable explaining the process to others.</p>	<p>Is able to use sorting, filtering, faceting, clustering, queries, formulas, and reconciliation to systematically clean typos and standardize text.</p> <p>Is comfortable explaining the process to others.</p>

	<p>pasting the new values over the old.</p>			
<p><b>Importing and Exporting</b></p>	<p>Is familiar with what it means to import and export a file.</p> <p>Is capable of importing and exporting a file, but not without mangling some data.</p>	<p>Is capable of importing and exporting files in at least one program without mangling the data.</p> <p>Is not comfortable importing or exporting data in all programs.</p> <p>Does not understand how data becomes mangled.</p>	<p>Is capable of importing and exporting files in multiple programs without mangling the data.</p> <p>Understands what it means for data to be mangled and how it can happen.</p>	<p>Is capable of importing and exporting files in all programs without mangling the data.</p> <p>Understands what it means for data to be mangled and how it can happen.</p> <p>Is comfortable explaining the process to others.</p>