

**EMS Business Education  
Power Standards  
8th Grade**

**Standard 1: Formulates and defends a position based on research and use digital tools to encourage action.**

Advanced(AD)	Proficient(PR)goal	Developing(DE)	Beginning(BE)
A student with this level of skill is able to gather multiple sources, analyze them thoroughly, and prepare an artifact to not only convey a message but to also teach others.	A student with this level of skill is able to gather multiple sources, analyze them thoroughly, and prepare an artifact to convey a message.	A student with this level of skill is able to gather a couple sources, do limited analysis on them, and prepare an artifact to convey a message.	A student with this level of skill can gather a few sources and prepare an artifact with assistance.

**Standard 2: Explains the advantages of early career planning.**

Advanced(AD)	Proficient(PR)goal	Developing(DE)	Beginning(BE)
A student with this level of skill is able to create a career plan based on their interests, skills, research and personal experiences while incorporating a lifelong learning component.	A student with this level of skill is able to create a career plan based on their interests and skills while incorporating a lifelong learning component.	A student with this level of skill is able to create a career plan based on their interests and skills.	A student with this level of skill is able to identify their interests and skills but is not able to incorporate it into a career plan.

**Standard 3: Understands what it means to be financially responsible**

Advanced(AD)	Proficient(PR)goal	Developing(DE)	Beginning(BE)
A student at this level can demonstrate how to be financially responsible by continually reviewing personal goals and knowing what to adjust to be successful.	A student at this level understands how to be financially responsible and can explain how it contributes to future goals.	A student at this level understands the importance of being financially responsible.	A student at this level has limited understanding of why being financially responsible is important.

**EMS Business Education  
Power Standards  
6th Grade**

**Standard 1: Demonstrates the ability to type 5x's their grade level using a standard keyboard.**

Advanced(AD)	Proficient(PR)goal	Developing(DE)	Beginning(BE)
A student with this level of skill is able to type over 30 words per minute with 90% accuracy using proper keyboarding technique.	A student with this level of skill is able to type 30 words per minute with 85% accuracy using proper keyboarding techniques.	A student with this level of skill is able to type 25 words per minute with at least 80% accuracy using proper keyboarding technique most of the time.	A student with this level of skill types less than 25 words per minute with 80% accuracy using proper keyboarding technique some of the time.

**Standard 2: Demonstrates the ability to be a proficient user of the Microsoft Word program.**

Advanced(AD)	Proficient(PR)goal	Developing(DE)	Beginning(BE)
A student at this level shows mastery in all toolbar functions and word processing tasks while using these skills to produce elaborate documents.	A student with this level of skill is able to navigate all toolbars, manage tables, and edit documents to produce elaborate reports.	A student with this level of skill is sufficient to perform daily word processing tasks to produce basic documents.	A student with this level of skill can perform daily word processing tasks with some assistance to produce basic documents.

**Standard 3: Demonstrates the ability to be a proficient user of the Microsoft Excel program.**

Advanced(AD)	Proficient(PR)goal	Developing(DE)	Beginning(BE)
A student with this level of skill understands the concept of what a spreadsheet is and is able to analyze and manipulate data using Excel functions.	A student with this level of skill understands the concept of what a spreadsheet is and is able to work with charts, graphs, and formulas to analyze data.	A student with this level of skill understands the concept of what a spreadsheet is but needs assistance to work with charts, graphs, and formulas to analyze data.	A student with this level of skill has limited knowledge of what a spreadsheet is and needs assistance to work with Excel functions.