

Senior Record Book Scoring Rubric

Category	Possible Points	Excellent	Above Average	Average	Needs Improvement	Made Attempt	0
Organization	5	5 Include a title page, table of contents and dividers/tabs. All pages are complete signed and in order.	4 Includes 2 of the following: a title page, table of contents and dividers/tabs. All pages are complete signed and in order.	3 Includes 2 of the following: a title page, table of contents and dividers/tabs. Some pages are incomplete un-signed or out of order.	2 Includes one of the following: a title page, table of contents and dividers/tabs	1 Includes no title page, table of contents or dividers/tabs	None
Story	10	10 Tells a complete story, well written, 3-4 pages, interesting	8 Tells a complete story, 3-4 pages	6 Tells a story, at least 2 pages	4 Wrote a minimum amount. Story is hard to follow or doesn't make sense	2 Wrote Something	No story
Photos	10	10 Has 3 pages of photos, well laid out. Photos tell a story. Labels give details.	8 Has 3 pages of photos well laid out with labels	6 Has at least 5 photos and labels	4 Has at least 3 photos	2 Has at least 1 photo	No photos
Goals	15	15 Has more than 5 well-developed goals and detailed steps and achievement.	12 Has at least 5 (Can be divided among projects) well-developed goals, steps and achievement.	8 Has at least 3 goals, steps and achievement.	5 Has a well-developed goal or a couple undeveloped goals	2 Wrote None	Blank
Leadership	15	15 At least 3 roles, preferably 1 above a club level	12 At least two roles. Need to see at least one larger role.	8 At least 2 minor roles or 1 officer position	5 Only 1 minor role like committee member or led the pledge	2 Wrote None	Blank

Category	Possible Points	Excellent	Above Average	Average	Needs Improvement	Made Attempt	0
Communication	10	10 At least 4 items, preferably something above a local level	8 At least 3 items	6 At least 2 items	4 At least 1 item	2 Wrote None	Blank
Community Service	10	10 At least 20 hours	8 At least 15 hours	6 At least 8 hours	4 At least 2 hours	2 Wrote None	Blank
Contests, Activities, Events	5	5 Attended at least 6 events	4 Attended at least 5 events	3 Attended at least 3 events	2 Attended at least 1 events	1 Wrote none	Blank
Meetings and Project Work	15	15 Attended at least 6 meetings or project activities	12 Attended at least 4 meetings or project activities	8 Attended at least 2 meetings or project activities	5 Attended at least 1 meetings or project activities	2 Wrote None	Blank
Recognition	5	5 Has multiple recognitions listed with a description of each	4 Has multiple recognitions listed	3 Has at least one recognition listed with a description	2 Has at least one recognition listed	1 Wrote None	Blank
Inventory	10	10 Has a complete inventory with checkmarks and values	8 Has a good list of items with checkmarks and values.	6 Listed a few items and added values and checkmarks	4 Listed something	2 Wrote none	Blank
Financial	10	10 Has a complete and detailed list of expenses and income	8 Has a detailed list of expenses and income	6 Has a minimal list of expenses/income	4 Included at least 1 expense	2 Wrote None	Blank
Reflection	10	10 All questions answered completely with well-thought-out reflection.	8 All questions answered completely with reflection	6 All questions answered	4 Answered some of the questions	2 Wrote something	Blank

Overall

Category	Possible Points	Excellent	Above Average	Average	Needs Improvement	Made Attempt	0
Mechanics	5	<p style="text-align: center;">5</p> <p>Free of any spelling or grammar mistakes or typos</p>	<p style="text-align: center;">4</p> <p>Few spelling or grammar issues</p>	<p style="text-align: center;">3</p> <p>Quite a few spelling and grammar mistakes.</p>	<p style="text-align: center;">2</p> <p>A lot of spelling and grammar mistakes. Sentence structure issues.</p>	<p style="text-align: center;">1</p> <p>Wrote none on every page</p>	
Overall Neatness	5	<p style="text-align: center;">5</p> <p>Very beautiful book. Neatly organized. No neatness issues</p>	<p style="text-align: center;">4</p> <p>Has only a few issues with neatness.</p>	<p style="text-align: center;">3</p> <p>Needed some work on neatness (smudges, dirty, sloppy writing, etc)</p>	<p style="text-align: center;">2</p> <p>Needs a lot of work on neatness (smudges, dirty, sloppy writing, etc)</p>	<p style="text-align: center;">1</p> <p>Wrote none on every page</p>	