



Rubrics for GRADING

Rubric #1

A

- Meets ALL deadlines
- Is absent no more than three times per quarter (including excused absences)
- Sells two pages of ads (including Senior pages)
- Receives a "27" or better on all but two class assignments (see reverse)
- Consistently turns in excellent quality work
- Contributes positively and productively to class
- Constantly maintains notebook and time line
- Works consistently as a team player with the entire yearbook staff

C

- Misses no more than two rough deadlines (NOT FINAL)
- Is absent no more than five times per quarter (including excused absences)
- Sells two pages of ads (including Senior pages)
- Receives a "20" or better on all but two class assignments (see reverse)
- Consistently turns in fair quality work
- Constantly maintains notebook and time line
- Works consistently as a team player with the entire yearbook staff

B

- Misses no more than one rough deadline (NOT FINAL)
- Is absent no more than four times per quarter (including excused absences)
- Sells two pages of ads (including Senior pages)
- Receives a "24" or better on all but two class assignments (see reverse)
- Consistently turns in very good quality work
- Contributes positively and productively to class
- Constantly maintains notebook and time line
- Works consistently as a team player with the entire yearbook staff

F

Anything less than "C" work

Rubric #2 (conference)

YEARBOOK STUDENT GRADE REPORT

Evaluation for: _____

By: (circle one) adviser editor self

5 = Above & Beyond

4/A 3/B 2/C 1/D 0/F

Contribution: _____

Areas to Improve: _____

Productivity	
Willingness	
Deadlines	
Quality	
Responsibility	

Rubric #3 (conference)

YEARBOOK STUDENT GRADE REPORT

Name: _____ Page# _____

	Ex.	Gd.	Av.	Pr.	Comments
Wrote two-sentence captions					
Caption located near photo					
Copy: grammar/spelling accurate					
Interesting lead					
Names spelled correctly					
Active voice/past tense					
5+ photos per page					
Creative headline					
Uniform font/element					
No trapped white space					
Photos labeled & cropped					
No missing elements					
Index					



Rubric #4 - This is the assignment point system for Rubric #1, or it can be used alone.

Double Page Spread Grading Sheet pp. _____ & _____

Topic: _____ **Name:** _____

PHOTOGRAPHY (5)

- _____ (1) Photos are stickered and labeled with black ball-point pen/ Digital Photos are in corresponding picture file on computer
- _____ (1) Photos fit landscape or portrait constraints and are correctly cropped
- _____ (2) Photos are candid, not posed, and are of good quality
- _____ (1) Photos are interesting

CAPTIONS (10)

- _____ (2) All names are included and are spelled correctly
- _____ (2) Caption tells a story and includes who, what, where, when, and another interesting fact
- _____ (1) Caption starter or lead-in is consistent for the section
- _____ (2) Caption contains correct punctuation, grammar, and spelling
- _____ (2) Caption is written in the present tense (with extra fact written in the past tense, necessary)
- _____ (1) Caption fits the space on the layout

FEATURE STORY (11)

- _____ (2) Story has an appropriate, catchy, and interesting lead sentence
- _____ (1) Story is written in the past tense
- _____ (2) Story contains correct punctuation, grammar, and spelling
- _____ (3) Story contains two or three quotes with good transitions
- _____ (2) Story has been well-researched and does not contain the opinion of the writer
- _____ (1) Story has been edited to fit the space allocated on the layout

COPY ENVELOPE (4)

- _____ (1) Copy envelope contains only the labeled photos that are used on the spread
- _____ (1) Copy envelope contains two printed copies of the layout (no rough draft materials, photos, etc. are in the envelope)
- _____ (2) Copy envelope has been correctly labeled with school name, job #, year, and numbers

_____ **Total Points**

COMMENTS: