

Freshman Edition Manual Rubric

CATEGORY	Score	4	3	2	1
Manual Lay-out, Head-lines, & Illustrations		All sections of manual have headlines that capture the reader's attention and accurately describe the content. All sections have illustrations that adequately relay the message.	All sections of manual have headlines that accurately describe the content. All sections have illustrations.	Most sections of manual have headlines that accurately describe the content. All sections have illustrations.	Sections do not have adequate headlines and illustrations
Interest		The sections contain facts, figures, and/or word choices that make the manual exceptionally interesting and interactive for the designated audience.	The sections contain facts, figures, and/or word choices that make the manual interesting to designated audience.	The sections contain some facts or figures, but is marginally interesting to read.	The sections of the manual do not contain facts or figures that might make it interesting to read.
Use of Primary Sources		Reading of primary source material was thorough and evident in the manual.	Reading of primary source material was fairly thorough in the manual.	Reading of primary source material was incomplete.	Reading of primary source material was not evident.
Supporting Details		The details in the manual are clear, effective, and vivid 90-100% of the time.	The details in the manual are clear and pertinent 80-90% of the time.	The details in the manual are clear and pertinent 60-70% of the time.	The details in more than 25% of the manual are neither clear nor pertinent.
Spelling & Proofreading		No spelling or grammar errors remain after one or more people read and edited the manual.	No more than a couple of spelling or grammar errors remain after one or more people read and edited the manual.	No more than three spelling or grammar errors remain after one or more people read and edited the manual.	Several spelling or grammar errors remain in the final copy of the manual.
Total					