



Aliens and Assets Portfolio Rubric

Rating x weight	5-4	3-2	1-0
Portfolio (required items & appearance) _____ x 10	Portfolio contains all six of the required items; organized in a neat, creative manner. Pages are free from unnecessary markings, and sheets are in protective covers.	Portfolio contains at least five of the six items required. Portfolio is somewhat organized, but lacks creativity. Sheets are in protective covers and free from unnecessary markings.	Portfolio contains fewer than five of the required items. Portfolio lacks creativity and organization. Sheets not in protective covers, and sheets have markings and/or tears.
Introduction Page _____ x 2	Introduction page is neat, colorful, and creative, and includes a photo or visual representation of you.	Lacks professional appearance. Includes a photo or visual representation of yourself,	Introduction page is carelessly done and/or does not include photo or visual representation.
Written Description (talents, skills, fascinations/gifts, developmental assets, and learning styles) _____ x 10	Clearly introduces self to the reader; describes and gives examples of personal assets. Makes clear, detailed, connections between assets and their benefits in life. Essay is typed 1½–2 pages. Correct spelling and grammar, complete sentences, cohesive paragraphs, clear organization, demonstrates strong thinking skills, attention paid to detail, and formatting.	Less than 1½ pages typed. Contains partial information and a few supporting details. Makes connections between assets and their benefits in life. Few errors in spelling/grammar, lacks organization, and/or little attention to detail and formatting.	Work not typed and/ or less than 1 page. Does not provide examples and/or does not make connections between assets and their benefits in life. Contains several error in spelling and grammar; lacks thought and organization.
Illustrations _____ x 3	One page of neat, colorful, illustrations or photos clearly illustrating at least three of your personal assets.	One page of neat, colorful, illustrations that clearly illustrates at least two of your personal assets	One page of illustrations carelessly done and/or does not reflect your personal assets
Perspective Letters (written by you; describing your assets) _____ x 5	Letter written from the perspective of a family member, friend, or teacher that highlights your personal attributes. Correct spelling and grammar, complete sentences, and free from errors. Organized, and attention paid to detail to formatting	Letter addressed from perspective of family member, friend, or teacher that highlights your personal attributes. Few errors in spelling/grammar, lacks organization, and little or no attention paid to detail or formatting.	Contains minimal information, improper format, or several errors in spelling and/or grammar.
Assets/Cluster Chart _____ x 5	Chart created in Excel clearly shows how your assets match up with at least two career clusters. Free of spelling and grammatical errors.	Chart created in Excel somewhat details how your assets match up with at least two career clusters. Minimal spelling and grammatical errors.	Chart created in Excel does not clearly show how your assets match up with at least two career clusters or only lists one cluster connection. Several spelling and grammatical errors.
Timeline _____ x 5	Timeline created in Excel lists at least one SMART family, school, and community goal/year for the next 2 years.	Timeline created in Excel lists at least one SMART family, school, and community goal to be achieved over the next year.	Timeline created; Excel not used. Does not include a least one SMART family, school, and community goal to be achieved over the next year.
Total _____/200			