

	4 Exceeding	3 Meeting	2 Achieving	1 Beginning	Total
Header, President Name & Picture	Header: name, date, 8-4, pd Picture with F,S,R / President	Missing 1 piece of information	Missing 2 pieces of information	Missing 3 or more pieces of info	
Grammar & Spelling	No errors in grammar or spelling	1-2 errors in grammar & spelling	3-4 errors in grammar & spelling	5 or more errors	
Capitalization & Punctuation	No errors in cap & punctuation	1-2 errors	3-4 errors	5 or more errors	
1st Paragraph Important Things	Sentences are complete, logical, and well structured. The paragraph has at least 4 complete sentences.	All sentences are complete and well structured (no run-ons or fragments). Paragraph is generally well done.	Most sentences are complete and well structured. Paragraph needs some work.	Many sentence fragments or run- on sentences OR paragraph needs lots of work.	
2nd Paragraph Your Opinion	Sentences are complete, logical, and well structured. The paragraph has at least 4 complete sentences.	All sentences are complete and well structured (no run-ons or fragments). Paragraph is generally well done.	Most sentences are complete and well structured. Paragraph needs some work.	Many sentence fragments or run- on sentences OR paragraph needs lots of work.	
3 Accomplishments	Three accomplishments in complete sentences with a bullet in front of each.	Missing one requirement	Missing 2 requirements	Missing 3 or more pieces requirements	