

# PORTFOLIO RUBRIC

N 12

NAME \_\_\_\_\_ TOPIC \_\_\_\_\_

	10	9	8	7	6	0	
<b>Research</b>	Extensive research.	Abundant research.	Substantial research.	Basic research.	Minimal research.	No evidence of research	<b>Total</b>

	10	9	8	7	6	5	0	
<b>Informal Documentation in the Journal (Signed entries)</b>	Explicitly details the progress of the project. Daily journal entries.	Thoroughly details the progress of the project. Journal entries more than weekly.	Sufficiently details the progress of the project. Weekly journal entries.	Some gaps in the details of the progress of the project. Biweekly journal entries.	Considerable gaps in the details of the progress of the project. Sporadic journal entries.	Journal fails to support progress. Insufficient entries. Entries not signed or not submitted.	No Journal.	<b>Total</b>

	10	9	8	7	6	0	
<b>Self-Reflection In The Journal</b>	Extensive self-reflection.	Abundant self-reflection.	Frequent self-reflection.	Occasional self-reflection.	Infrequent self-reflection.	No self reflection.	<b>Total</b>

	10	8	6	5	0	
<b>Required Documentation (Original, signed, and dated)</b>	All required documents present.	One document missing.	Two documents missing.	Three documents missing	Four or more documents missing	<b>Total</b>

	10	9	8	7	6	5		
<b>Supporting Documentation</b>	12 or more different forms of supporting documentation	11 different forms of supporting documentation.	10 different forms of supporting documentation.	9 different forms of supporting documentation.	8 different forms of supporting documentation.	7 to 6 forms of supporting documentation.	5 to 4=4pts. 2 to 3=3 pts. 1 = 1 pt. 0 = 0 pts.	<b>Total</b>

	10	8	6	0	
<b>Appearance of the Entire Portfolio</b>	Exceptional quality. Impeccably neat. Precise organization. In order of checklist. Word processed tabs. Table of contents. Page numbers.	Good quality. Very neat. Well organized and arranged. Handwritten tabs. Table of contents.	Average quality. Not very neat. Poorly organized and arranged	Poor quality. Lacking neatness. Appears to have no organization or arrangement.	<b>Total</b>

	10	8	6	0	
<b>Project Completion</b>	Outstanding evidence of project completion as written in proposal.	Convincing evidence of project completion as written in proposal	Little evidence of project completion as written in approved proposal.	No evidence of project completion as written in proposal. Major undocumented changes w/out approval.	<b>Total</b>

EVALUATORS \_\_\_\_\_

TOTAL \_\_\_\_\_