MS Word & Excel Grading Rubric

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| --- | --- | --- | --- | --- |
|  | **Excellent****10 pts** | **Good****7 pts** | **Satisfactory****4 pts** | **Needs****Improvement****0 pts** |
| Organization of Information presented | Each section in the brochure has a clear beginning, middle, and end. | 75% or more sections of the brochure have a clear beginning, middle, and end. | 60% of the sections of the brochure have a clear beginning, middle, and end. | Less than half of the sections of the brochure have a clear beginning, middle, and end. |
| Content Accuracy and Information validity | All facts in the brochure are accurate and match cited resources. | 99-90% of the facts in the brochure are accurate. | 89-90% of the facts in the brochure are accurate.  | Fewer than 80% of the facts in the brochure are accurate. |
| Spelling & mechanics | No spelling errors and all sections of brochure are free of writing errors. | No more than 1 spelling and/or writing errors are present. | No more than 3 spelling and/or writing errors are present. | More than 3 spelling and/or writing errors are present. |
| Attractiveness & Organization | The brochure Has exceptionally attractive formatting and well-organized information. | The brochure has attractive formatting and well-organized information. | The brochure has well organized information or format but not both. | The brochure's formatting and organization of material is confusing to the reader. |
| Graphics/ Pictures | Graphics match the topic and text in section where placed. Each section has no more than two graphics and there are at least a total of three graphics used. | Graphics go well with the text, but there are so many (more than two per section) that they distract from the text. | Graphics go well with the text, but there are too few (less than three graphics for entire brochure) and the brochure seems "text-heavy". | Graphics do not go with the accompanying text or appear to be randomly chosen. |

PowerPoint Grading Rubric

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|  | **Excellent****10 pts** | **Good****7 pts** | **Satisfactory****4 pts** | **Needs****Improvement****0 pts** |
| PowerPoint has a title page. Country name, student name and class name |  |  |  |  |
| PowerPoint has themes on all the slides. |  |  |  |  |
| PowerPoint includes three major tourist attraction. |  |  |  |  |
| PowerPoint includes the appropriate graph/chart. |  |  |  |  |
| PowerPoint has an conclusion and source page. |  |  |  |  |
| PowerPoint does not have spelling and grammar errors. |  |  |  |  |