

OOP Runbook Grading Sheet (vE.1)

PER _____
 # _____
 NAME (Last,First) _____
 DATE _____
 ASSIGNMENT: RUNBOOK

		Submission DATE												
Description		Points						Pt	1	2	3	4	5	6
	Cover/Supplies/ This sheet	0	2	4	5			5						
	Table of Contents	0	3	6	9	12	15	15						
1	Classroom Notes	0	5	10	15	20			30					
2	Journals	0	5	10	15	20			20					
3	Programs	0	5	10					10					
4	Test, Quiz, Clswork,HW	0	5	10					10					
5	Reference/Handouts	0	5	10					10					
	Subtotal													
	Overall Impression (extra)	-20	-10	-5	0	5	10	20						
	Extra Credit	5	10	15	20									
Final Score														

Common Mistakes:

1. No label on Cover.
2. Cover dirty or damaged.
3. No Score sheet
4. No Supplies
5. Loose pages
6. No Table of Contents
7. Sections in incorrect order/Missing Sections
8. Table of Contents does not match actual pages
9. Missing Notes pages
10. Notes Pages missing date and/or Day number
11. Missing Journal Pages
12. Journals don't fill entire page **NO white space!**
13. Journal Pages missing date and/or Day number
14. Journals not in **INK**.
15. **No Dates/Sequence numbers on bottom of returned work**
16. Cross-outs, overwrites, whiteout, pencil on dates/page numbers
17. _____