Main Lesson Book Grading System for 6th-8th Grade Main Lesson Books

During the coming year I will use the following grading system when assessing your main lesson books. The grade you receive will be based on my perception of your efforts to develop precise and accurate work. This grade will take into consideration your use of creative expression, color, form, and detail, as well as the completeness, accuracy, and timeliness of each assignment. This system requires that you continually strive to improve your efforts throughout the year.

Main lesson books will be graded on:
1. Composition: creativity and accuracy in content as well as: spelling, grammar, sentence structure and punctuation
2. Quality of artwork and handwriting
3. Overall presentation of book... neatness and care (books should be free of drawn-in pencil lines and smudges, etc.
4. Meeting assigned deadlines and the completeness of each assignment

Note: *When grading your work, I will not be comparing you to anyone else- only yourself and what I know you are capable of.*

The following Grading system will be used for Main lesson assignments/books:

A= *Artistically Yours;* You have gone beyond the assignment's parameters by adding significantly to the requested content and/or presentation.

B= *Basic book;* What I asked for, you did well.

C= *Careless book*- You followed the instructions but, gave less than expected in terms of quality (for example: poor presentation, sloppy handwriting, and/or spelling errors, etc.)

D=*Deficient book;* You failed to follow the instructions (this includes partially completing one or more pages or turning in a book with very poor quality).

F= *Failure to communicate* that you had not completed your book and/or would not

be turning it in on time.

IMPORTANT: All communication concerning main lesson book deadline extensions must occur before the day the book is due. It is your responsibility to get your book completed and turned in on time. If you are falling behind, let me know- let your parents know- **BEFORE IT IS DUE!**

A **"D"** or an ***"F"*** grade will require a conference with me to determine appropriate consequences and a note will go home to your parents.

Basic Expectations for Main Lesson Book Written Entries:
1. All final forms must be neatly spaced (no crowding of words or lines)
2. Final forms must be written in neat, legible handwriting
3. NO spelling or grammatical errors on final forms.
4. Use pens for all written final form entries, unless instructed otherwise.
5. Use borders or margins as instructed (do not allow your writing to spill over into this space). These will usually be limited to the side of a page- not all 4 borders!
6. Each essay title done attractively with no mistakes.

Basic Expectations for Maps:
1. Accurate drawing of basic land and water forms
2. Artistic selection of colors, using a key as instructed (do not use dark, heavy colors which make reading labels difficult)
3. Easy to read map labels (spelled correctly); include names of rivers, lakes, towns, mountain ranges, deserts, etc. as requested
4. Include a directional "compass" indicating North, South, East and West
5. Title of map should be attractively presented.

Basic Expectations for Main Lesson Book Table of Contents:
1. Page title should be clear, attractive, well placed. It can be done in colored pencil or ink.
2. The contents of the page should be placed inside of a "box-margin" unless a border is requested.
3. All entries should be evenly spaced from each other.
4. Continue onto the back of the page rather than crowd in the final few entries.
5. Make sure that each entry in the book is included in the 'Table of Contents' with

its appropriate page reference.

Need some ideas for Achieving that "Artistically Yours" A? Try one or more of these:

1. Write each entry title in the table of contents in the style that you actually used on the entry.
2. Think of ways to incorporate the theme of the block or the individual entry into that page's border, illustrations, title. Such as designing a border made of stars, moons, and planets for an essay on Galileo, the first person to use a telescope to look at the stars.
3. If a book is divided into sections, design a section divider page in the theme of the section.
4. Compliment an essay by illustrating parts of the story or perhaps just include an appropriate illustration at the end of the essay...especially if you have half of a page left blank.
5. Illuminate (decorate) the first letter of each paragraph.
6. Design a back cover for your book to compliment the assigned front cover.
7. Use pencil shavings or some other "soft" coloring as a background for written work.

Basic Expectations for Main Lesson Essays:

1. All rough drafts must be proofread, legible, and double-spaced.
2. All final forms must be neatly spaced (no crowding of words or lines)
3. Final forms must be written in neat, legible handwriting
3. NO spelling or grammatical errors on final forms.
4. Use pens for all essay final forms- unless instructed otherwise.
5. borders or margins as instructed (do not allow your writing to spill over into this space).
6. Each essay title done attractively with no mistakes.

A Step-by-Step Guide to Writing acceptable Essay final forms:

1. **ALWAYS THE TITLE IS FIRST**:

a) On a piece of scratch paper (the same width as your final form paper) begin to trace out your title. Use a straight edge to establish your top and bottom line so

that all of your letters are the same vertical height- these are called your "guide lines". Once you have these lines, carefully write in the title, erasing and adjusting the letters until they are evenly spaced- be sure to carefully check the spelling of the title, catching a mistake here can save you many a headache! (see below):

b) Once you have completed #1, lightly sketch out "guide lines" onto your final form paper - be sure to leave some blank space at the top- about 1/2 inch or so.

c) Now center your "scratch paper title" directly below the guide lines- make sure the word/s are centered, not the paper. Now using this as a guide, lightly write each letter in pencil using the same size and spacing as on the "scratch paper" below.

d) Once you have written in your title, check it to make sure that each letter touches the lower and upper "guide lines" as appropriate and that the spacing between each letter is even.

e) Use your pencil to add decorative touches to your title, illuminate each letter, etc.

f) Finally, using ink or colored pencils, complete your title by erasing all pencil lines.

* IF YOU MESS UP YOUR TITLE: start over again with a new piece of paper- avoid putting a final essay onto a paper with a messy or misspelled title.

2. **THE MARGIN/BORDER**: Using a pencil LIGHTLY draw in your margin or borderlines. Leave border/margin decoration for later.

3. **WRITING**: (#1- have you very carefully proofread and corrected your rough draft using the CUPS process (capitalization, understanding, punctuation, spelling?) If so, begin by using your borders as a guideline. Begin to write your essay or the dictation, poem, etc. in ink onto your paper. Use your BEST HANDWRITING throughout. Remember, if you wish to illuminate the first letter of a paragraph, leave room for this. If you can write evenly without a liner, please do so. However, if you need to, you can use a liner or lightly trace (not crowded, evenly spaced) pencil guidelines to keep your writing horizontal. Make sure all words and lines stay out of margin areas and that you space them evenly.

4. **PROOFREAD EACH PARAGRAPH**! Each time you finish writing a paragraph, carefully look back over it- did you misspell any words? Did you capitalize and punctuate correctly? Correct minor errors immediately. Major corrections (such as numerous spelling errors or leaving out or duplicating lines) will usually require starting over because the large amount of "white out" needed for the corrections renders the page too messy to be acceptable.

5.**AND ONE FINAL TIME**: When you have completed the writing portion of your entry, proofread it one final time (a parent can do this with you, if available and agreeable).

6. **DECORATING BORDERS**, ETC. Now that your entry is corrected and complete, you can work on borders, illuminated first letters, illustrations, etc. If I have not assigned a border, please carefully draw the margin box lines with an appropriate color pencil.

7. **PENCIL SHAVINGS**: If you wish to use pencil shavings to add a background color to your entry, do this last once ink is well dried.

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