**Team Building**

**Teamwork Newsletter Assignment #3**

Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| CATEGORY |  | 20 |  |  |  |  |  | 14 |  |  |  |  | 7 | 1 |  |
|  |  |  |  |  |  |  |  |  |
| Attractiveness & |  | The newsletter |  | The newsletter |  The newsletter |  The newsletter's |  |
| Organization |  | has exceptionally |  | has attractive |  has well‐ |  formatting and |  |
|  |  | attractive |  | formatting and |  organized |  organization of |  |
|  |  | formatting and |  | well‐organized |  information. |  material are |  |
|  |  | well‐organized |  | information. |  |  confusing to the |  |
|  |  | information. |  |  |  |  |  |  |  |  reader. |  |
| Graphics/Pictures |  | Graphics go well |  | Graphics go well |  Graphics go well |  Graphics do not |  |
|  |  | with the text and |  | with the text, |  with the text, |  go with the |  |
|  |  | there is a good |  | but there are so |  but there are |  accompanying |  |
|  |  | mix of text and |  | many that they |  too few and the |  text or appear to |  |
|  |  | graphics. |  | distract from the |  brochure seems |  be randomly |  |
|  |  |  |  |  |  |  |  | text. |  "text‐heavy". |  chosen. |  |
| Content ‐ |  | All facts in the |  | 99‐90% of the |  89‐80% of the |  Fewer than 80% |  |
| Accuracy |  | newsletter are |  facts in the |  facts in the |  of the facts in the |  |
|  |  | accurate. |  newsletter are |  newsletter are |  newsletter are |  |
|  |  |  |  |  |  |  |  accurate. |  accurate. |  accurate. |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Writing ‐ |  |  |  |  |  |  |  |  |  |  |  |  |  There are one to |  There are several |  |
|  | There are no |  |  | There are no |  |  |
| Grammar |  | grammatical |  |  |  |  | grammatical |  |  |  |  two grammatical |  grammatical |  |
|  |  | mistakes in | the |  |  | mistakes in | the |  |  mistakes in the |  mistakes in the |  |
|  |  | newsletter. |  |  |  | newsletter. |  |  |  newsletter. |  newsletter. |  |
|  |  |  |  |  |  |  |  |
| Writing ‐ |  | Each section in |  | Almost all |  Most sections of |  Less than half of |  |
| Organization |  | the newsletter |  | sections of the |  the newsletter |  the sections of |  |
|  |  | has a heading. |  | newsletter have |  have a clear |  the newsletter |  |
|  |  |  |  |  |  |  |  | a heading. |  heading. |  have a clear |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  heading. |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Maximum Points Possible: 100 |  |  |  |  |  |  |  |  |  |
| Student Points: \_\_\_\_\_\_\_\_\_\_\_ |  |  |  |  |  |  |  |  |  |

