

PERSONAL TIMELINE CHECKLIST

Your document is saved in the correct folder (Digital Tools>Excel) and is correctly named and it fits on one page	√
Your name and period # are in a one-line header (View>Header/footer)	√
Border around the page is properly formatted and below the header.	√
Your document has a title	√
You have a minimum of 25 events on your timeline	√
You have at least 10 years with entries on y our timeline	√
You have at least 2 examples of each category	√
You have at least 5 entries for each category	√
You have colored the year and category title row	√
You have adjusted the margins to everything fits on one page	√
TOTAL POINTS OUT OF 20:	

Standards-Based Rubric

DESIGN ATTAINMENT	Exemplary	Accomplished	Developing	Beginning
Technical Quality	All well composed	Mostly well composed	Somewhat composed	Composition inconsistent or not attempted
POINTS AVAILABLE	10	8	6	4
QUALITY OF PRODUCTION	Exemplary	Accomplished	Developing	Beginning
Message Conveyance	Always held my interest	Mostly held my interest	Somewhat held my interest	Uninteresting throughout
POINTS AVAILABLE	10	8	6	4
TOTAL SCORE				