

Name \_\_\_\_\_ Section # \_\_\_\_\_

Date \_\_\_\_\_

## BookGuide Portfolio Criteria Sheet

<b>BookGuide Portfolio consists of:</b>	
Articles for the BookGuide that include the following:	
Book summary with at least:	
<ul style="list-style-type: none"> <li>▪ Author and illustrator information</li> <li>▪ Brief summary (2-3 sentences) of storyline or content</li> </ul>	
Thinking Critically Section with:	
<ul style="list-style-type: none"> <li>▪ Pre-reading or Initiating Activities</li> <li>▪ Reading Discussion Activities</li> <li>▪ Post-reading Activities</li> </ul>	
Writing Activity (steps for teacher to use in conducting activity written out)	
Discussion Activity (steps for teacher to use in further discussion or concept-mapping)	
Art Activity (Steps for teacher to use to teach the activity)	
Internet Activity	
Author Information	
Optional, but recommended: List of 3 internet resources appropriate for this book	
AppleWorks draw documents (MSWord IS NOT ACCEPTABLE) with newsletter layout of articles that include the following:	
Pages 1 and 2 of the BookGuide in a file saved as [yoursecnumber][yourlastname]first.cwk	
Pages 3 and 4 of the BookGuide in a file saved as [yoursecnumber][yourlastname]last.cwk	
Pages formatted with .5" margins and 1 page down, two across	
Two columns set up on all pages (columns may vary in size)	
Articles in separate linked frames (textboxes not acceptable)	
One article split between columns	
A minimum of six appropriate graphics	
<ul style="list-style-type: none"> <li>▪ Text wrap on at least two graphics</li> <li>▪ One watermark or behind text graphic/shape</li> </ul>	
Text formatted for interest and clarity	
<ul style="list-style-type: none"> <li>▪ Titles of articles with different font, font size, and font color than body text</li> <li>▪ All text in articles justified</li> </ul>	
Banner on first page with:	
<ul style="list-style-type: none"> <li>▪ Rectangular background shape</li> <li>▪ Graphic resized to fit into rectangle</li> <li>▪ Textbox that holds the title/author of book</li> <li>▪ Textbox that holds your name and the date</li> <li>▪ Background, graphic, and textboxes grouped together</li> </ul>	

I certify that the BookGuide portfolio is complete and correctly created.

Reviewer: \_\_\_\_\_

Date: \_\_\_\_\_

Quality Rubric	<b>3</b>	<b>2</b>	<b>1</b>	<b>Total</b>
Completed	All criteria met	Most criteria met	Little criteria met	
Aesthetics	Pleasing to the eye and appropriate page layout and use of graphics	Most of the layout is pleasing to the eye but needs some revision of layout and graphics	Needs much revision of layout and work on graphics to be pleasing	
Mechanics	No spelling, grammar, or typo errors	Some spelling, grammar, or typo errors	Many spelling, grammar, or typo errors	
<b>Total Points</b>				