

	Poor (0-2)	Unsatisfactory (3-5)	Satisfactory (6-8)	Exemplary (9-10)
Organization	No organization is evident. Notebook lacks one or more of the following elements: title page, table of contents, typed responses.	Basic organization is evident, however, materials are not placed correctly within their location notebook.	Organization meets all requirements, however, it does not function intuitively. For example, the notebook does not include page numbers and/or a chronological construction.	Organizational structure is logical and easily navigated.
Writing Skills	The majority of written reflections include: incomplete sentences, poor grammar and frequent misspellings	Basic writing skills are demonstrated, however errors in sentence structure, grammar and/or spelling occur regularly	Graduate level writing skills are demonstrated, however, errors in sentences structure, grammar and/or spelling occur occasionally.	Graduate level writing skills are demonstrated. Errors in sentence structure, grammar and/or spelling are rare or nonexistent.
Supporting Materials	No supporting materials are included. Supporting materials include handouts, brochures and programs.	Supporting materials are included for some, but not all, sessions or concerts. -or- Supporting materials do not relate to or enhance most or all reflections.	Supporting materials are included for most, but not all, sessions of concerts. -or- Supporting materials do not relate to or enhance some reflections.	All supporting materials are included for each session or concert.
Reflections	Reflections are incomplete and/or not included for sessions or concerts.	Reflections include only a summary of events for each given session or concert.	Reflections include a summary of events and analysis of the topics presented.	Reflections are thorough and include a summary of events, an analysis of topics, and a reflection upon how the information provided will impact ones teaching, programming and/or classroom.

Grading Scale	0-23, F	24-27, D	28-31, C	32-35, B	36-40, A
----------------------	---------	----------	----------	----------	----------

Score: _____