Yearbook Spread Corrections Rubric

	10	8	7	6	5-0
Round 1 *Due 1 week after getting spread back* -2 for every day late *After one week late, the EIC will make the corrections for you and you will lose all 40 points.	Student makes all corrections marked by the adviser. Student highlights all the corrections made on the original copy and gives the original highlighted copy and a new copy with corrections to the Editor-in-Chief in the assigned folder.	Student makes all corrections marked by the adviser but missed some of the highlights on the original copy. Student gives the original highlighted copy and a new copy with corrections to the Editor-in-Chief in the assigned folder.	Student did not make 1-2 corrections marked by the adviser. AND/OR Student highlights most of the corrections made on the original copy and gives the original highlighted copy and a new copy with corrections to the Editor-in-Chief in the assigned folder.	Student did not make 3-4 corrections marked by the adviser. AND/OR Student did not highlight changes on original copy. Student gives the new copy with corrections to the Editor-in-Chief in the assigned folder.	Student did not make 5-6 corrections marked by the adviser. AND/OR Student did not turn in original copy to the Editor-in-Chief
Round 2 *Due 2 days after getting corrections back from EIC* -2 for every day late *After one week late, the EIC will make the corrections for you and you will lose the remaining 30 points.	Student makes all corrections marked by the Editor-in-Chief and addresses any issues that were noted on the correction form. Student highlights all the corrections made on the second copy.	Student makes all corrections marked by the Editor-in-Chief and addresses any issues that were noted on the correction form. Student missed some of the highlights on the second copy. Student gives the new copy with corrections to the Managing Editor. Both previous copies are in the folder.	Student did not make 1-2 corrections marked by the Editor-in-Chief. AND/OR Student highlights most of the corrections made on the second copy. Student gives the new copy with corrections to the Managing Editor. Both previous copies are in the folder.	Student did not make 3-4 corrections marked by the Editor-in-Chief. AND/OR Student did not highlight changes on second copy. Student gives the new copy with corrections to the Managing Editor in the assigned folder. Original copy is not in the folder.	Student did not make 5-6 corrections marked by the Editor-in-Chief. AND/OR Student did not turn in second copy to the Managing Editor.
Final Round *Due 2 days after getting corrections back from EIC.* -2 for every day late *After one week late, the EIC will make the corrections for you and you will lose the remaining 20 points.	Student makes all corrections marked by the Managing Editor. Student highlights all the corrections made on the third copy and gives the new copy with corrections to the Managing Editor. All previous copies are in the folder. If additional corrections are needed, both editors will meet with you to make sure you understand what is still wrong. These corrections should be done by the next day.	Student makes all corrections marked by the Managing Editor and addresses any issues that were noted on the correction form. Student does not highlight all the corrections made on the second copy. Student gives the new copy with corrections to the Managing Editor. All previous copies are in the folder.	Student did not make 1-2 corrections marked by the Managing Editor. AND/OR Student highlights most of the corrections made on the second copy. Student gives the new copy with corrections to the Managing Editor. All previous copies are in the folder.	Student did not make 3-4 corrections marked by the Managing Editor. AND/OR Student did not highlight changes on second copy. Student gives the new copy with corrections to the Managing Editor in the assigned folder. All of the previous copies are not in the folder.	Student did not make 5-6 corrections marked by the Managing Editor. AND/OR Student did not turn in second copy to the Managing Editor.

Presentation __5   **Spread Followup** __5   **Indexing** __10