

# ***Friends and Family Data Table Scoring sheet***

<b>Score</b>	<b>0</b>	<b>2</b>	<b>5</b>	<b>10</b>		
<b>Friends</b>					<b>Student</b>	<b>Teacher</b>
Friends Data Table includes correct categories		3 or less	4	5 + Categories		
Footer	no footer		Name only	Includes name and date		
Sorted correctly	no sort			Sorted alphabetically or numerically		
Published in Word with proper formatting		Minimum formatting	Formatting includes two of the requirements.	Formattting includes WordArt, background, graphic images (footnoted if needed)		
Creativity	No design elements	Published Word document shows limited design elements.	Published Word document shows limited design elements.	Published Word document shows creative, interesting and unique design.		
<b>Family</b>						
Family Data Table includes correct categories		3 or less	4	5 + Categories		
Footer	no footer		Name only	Includes name and date		
Sorted correctly	no sort			Sorted alphabetically or numerically		
Published in Word with proper formatting		Minimum formatting	Formatting includes two of the requirements.	Formatting includes WordArt, background, graphic images (footnoted if needed)		
Creativity	No design elements	Published Word document shows limited design elements.	Published Word document shows limited design elements.	Published Word document shows creative, interesting and unique design.		
<b>Total</b>						