

## JOB EXHIBITS NOTEBOOK RATING SHEET-DISTRICT

- *The 1<sup>st</sup> document in the notebook at district should be this rating sheet.*
- *The 2<sup>nd</sup> document in notebook should be the scoring rules for the project.*
- *The district registration sticker must be affixed to this page to be judged at district.*
- *The district qualified stamp must be present on this page in the notebook to advance to state.*
- *This sheet with district registration sticker, judges scores, and qualified stamp must be in the notebook if registered at state in order for the 200 points to be added to the project score at state.*

<b>Judging Baseline Criteria for Notebooks 200 points</b>	<b>Points Allowed</b>	<b>Points Received</b>
1. Does the notebook meet all of the following requirements set forth in the rules:		
a. Cover Sheet	5	
b. Table of Contents	5	
c. Resume (s) if a group project	5	
d. Preface or Introduction	5	
e. Body	5	
f. Tool/Implement List	5	
g. Material List	5	
h. Timeline Photographs/Documentation	5	
i. Bibliography - *Citation of royalty free content (if used)	5	
j. Completed Project Documentation	5	
2. Does the notebook describe job, occupation, or skills accurately?	30	
3. Does the project accurately meet the specifications or description submitted and does it have adequate evidence of the work performed?	20	
4. Does the project meet the standards of the occupation for quality, finish, neatness, pleasing in appearance? See the project rules for guidance.	20	
5. Does the project indicate that considerable study and effort that was expended in its design (if applicable), construction, assembly and/or arrangement?	10	
6. Does the narrative adequately explain all steps taken in the proper order, with the proper documentation of specifications used?	20	
7. Is the procedure documented typical of one found currently in the workplace?	5	
8. Do the required photographs demonstrate the specific skill, and are the proper safety precautions being demonstrated? Do they show the quality of work described in the project rules?	15	
9. Does the notebook and its contents display the level of professionalism which should be expected of the student(s) involved?	15	
10. Does the project show originality and initiative on the part of the student. Does it reflect work that should advance to state competition?	15	
<b>Notebook total maximum score 200</b>	<b>200</b>	

### Notebook Grade Only

Score	DISTRICT Judging
180 - 200	Qualified for State
160-179	Excellent
140-159	Very Good
Below 140	Honorable Mention

**District Registration Sticker  
Should Be Placed Here**