## **Desktop Publishing Rubric**

Name_		
Project		

Layout, Design and Organization  Appearance and Readability  Appearance the content. Text is easy to read. Excellent visuall appeal. Appropriate for your target audience.  Formatting, Mechanics, and Spelling  Pictures and Graphics  Pictures and Graphics  Pictures and Graphics  Cereativity and  Proficient/Exemplary 5 points  Satisfactory/Acceptable 3-4 points  3-4 points  Layout is logical and visually appealing. Content is well organized, flows in a logical manner, and is easy to follow. Good balance on page.  Document includes variety of fonts, color, and contrast, but this may occasionally detract this may occasionally detract this may occasionally detract this may occasionally detract this may be used) Some text may be difficult to read. May not be appropriate for your audience.  Formatting, Mechanics, and Spelling  Pictures and Graphics  The document makes excellent visual appeal. Appropriate for your audience.  Formatting is consistent and there are no errors in spelling, grammar, or mechanics; sentence structure is sound.  Pictures and Graphics  The document follow is places. Text may not be balanced in all post offonts, color, and contrast, but this may occasionally detract may be difficult to read. May not be appropriate for your audience.  Formatting is consistent and there are no errors in spelling, grammar, or mechanics, sentence structure is sound.  Pictures and Graphics  The document because the document.  Pictures and Graphics  The pictures and graphics are well selected and help support the content. They are visually sharp and enhance the document.  The document shows a good  The document shows little
Layout is logical and visually appealing. Content is well organized, flows in a logical manner, and is easy to follow. Good balance on page.  Appearance and Readability  The document makes excellent use of (limited) fonts, color and contrast to visually enhance the content. Text is easy to read. Excellent visual appeal. Appropriate for your target audience.  Formatting, Mechanics, and Spelling  Pictures and Graphics  Pictures and Graphics  The document makes excellent visual appeal. Appropriate for your target audience.  Figure and Graphics  Layout is haphazard. Content is somewhat organized, but is somewhat organized, but is somewhat organized, but is somewhat organized, but is somewhat of to follow in places. Text may be be balanced in all parts of the document.  Document includes variety of fonts, color, and contrast, but this may occasionally detract from the content. (too many fonts may be used) Some text may be difficult to read. May not be appropriate for your audience.  Formatting is consistent and there are no errors in spelling, grammar, or mechanics; sentence structure is sound.  Pictures and Graphics  Pictures and draphics are well selected and help support the content. They are visually sharp and enhance the document.  The pictures and graphics are well selected and help support the content. They are visually sharp and enhance the document.  Layout is kaphazard. Content is somewhat organized, but hard to follow in places. Text may not be balanced in all parts of the document.  Document includes variety of fonts, color, and contrast, but this may occasionally detract from the content. (too many fonts. This may make the work difficult to read. May not be appropriate for your audience.  Formatting is fairly consistent; there may be a few errors in spelling, grammar, and mechanics that detract from the work; some sentences may have to be rewritten.  Pictures and Graphics  Pictures and graphics are well selected and help support the content. They are visually sharp and enhance the document.  The documen
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minimal supervision—they are   completing work—questions   lot of "help"—does not try to
able to use resources to help are asked which could be accomplish tasks on their own
them when they need found through "help" menus or use resources to be self-
assistance. or accessing notes, etc. sufficient.

