

| **Submission Requirement** | **Level 0** | **Level 1** | **Weight** |
| --- | --- | --- | --- |
| Fail | Pass |
| **A .pdf was submitted.** | The learner did NOT submit a .pdf file (all additional items will be a "fail.") | The learner submitted a .pdf file. | 1 pt |
| **Correct file name format.** | The .pdf file name was NOT in the requested format. | The .pdf file name was in the requested format, that is:  Milestone01\_Name\_Surname\_Date. The date is the 2 digit day followed by a period followed by 2 digit month followed by a period followed by 4 digit year. For example, a correct file name is:  “Milestone01\_Mercy\_Akuru\_21.10.2023.pdf". | 1 pt |
| **Screenshot of the Milestone 1 Google Forms**  **confirmation page.** | The .pdf did NOT contain a screenshot of the Milestone 1 Google Forms confirmation of submission page. | The .pdf was a screenshot of the Milestone 1 Google Forms confirmation of submission page. | 1 pt |
| **Screenshot contained "You have completed your**  **questionnaire for Milestone 1."** | The screenshot did NOT contain these words: "You have completed your questionnaire for Milestone 1." | The screenshot contained these words: "You have completed your questionnaire for Milestone 1." | 1 pt |
| **All text in the screenshot was fully showing.** | Some/all text in the screenshot was cut out. | The text in the screenshot was not cut out. | 1 pt |

