**PART A QUESTION 1 RUBRIC**

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| CRITERIA | MARKS |
| Contents:   |  |  |  | | --- | --- | --- | | a. | Stating your purpose. The reader should immediately know the reason of writing. |  | | b. | Provide background information about the problem as well as the propose solution. |  | | c. | Present the programs to be used in order to solve the problem. |  | | d. | State the cost of the program. Details the expenses as well as the benefits of your project. |  | | e. | Summarizes benefits in conclusion |  | | /15 |
| Mechanics:   |  |  | | --- | --- | | a. | Excellent word choice. | | b. | No spelling errors. | | c. | No grammar errors | | d. | No mechanical errors | | /10 |
| Format:   |  |  |  | | --- | --- | --- | | a. | No errors in format as specified in assignment. |  | | b. | No spacing errors. |  | |  |  |  | | /5 |
| TOTAL | /30 |