

STUDENT ESSAY GUIDELINES/GRADING

A typed student essay is required. Each Advisor sets the due date for this paper. Questions regarding your essay should be directed to your Advisor. We recommend you keep notes throughout the semester to help you recall details and that you keep a copy of the essay for your files.

ALL ESSAYS MUST BE TYPED AND DOUBLE-SPACED. Essays are graded on a 0-25-point basis. The essay must be at least 4-6 pages (not including the title page), using 12-point computer font. You may write more!

6 points	ORGANIZATION/GRAMMAR: Includes correct sentence and paragraph structure, spelling, punctuation, and mechanics.
17 points	CONTENT/CREATIVITY: You must include a discussion of each objective completed (<i>process used....lessons learned</i>) <u>and</u> give feedback on the workshops or alternate activity. We want details! (<i>Why did you like it? What did you learn? How will you use the information?</i>)
2 points	PRESENTATION: Includes the appearance of your paper, the layout, and overall impression.

The title page of your essay should include the following format and information:

Essay Topic
Your Name
Work Experience (Your Advisor's Name)
Date