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| **Criteria** | **Outstanding** | **Good** | **Fair** | **Poor** |
| **Supervisor Evaluation** | Completed and attached with supervisor signature and evaluation  10 | Supervisor signature found on additional form or letter  7 | NA | Not completed and/or attached  0 |
| **Quality of Reflection**  1. What type of work did you do? 2. Why did you choose this?  3. What group was your work intended to impact?  4. Do you think you did, and how can you tell? 5. How could you have improved your service work? 6. What lesson(s) did you learn from this experience? | All questions fully addressed with details and examples  60 | All questions addressed with some detail  50 | Questions addressed with minimum detail  40 | Three or fewer questions addressed in the essay  30 |
| **Presentation** | No spelling or grammar issues; typed or written in black ink  10 | Fewer than three spelling or grammar issues; typed or written in black ink  7 | Some spelling and grammatical issues  5 | Spelling and grammar issues throughout essay  2 |
| **Photos** | At least three color photos featuring student completing work; includes captions in black ink  20 | At least three photos featuring student completing work in black and white; includes captions  14 | Fewer than three photos OR at least three photos do not feature student OR photos do not contain captions  10 | No Photos  0 |