**How to Build a Peanut Butter and Jelly Sandwich**

(Or Fun Facts About Reading a Rubric)

Remember writing that “how to make a peanut butter and jelly sandwich” paper in middle school when you had to figure out what came first, second, and third in the process?

And then giving your essay to a classmate who had to follow your directions and build the sandwich?

A teacher designs a rubric so you know exactly what is expected of you for an assignment.

You don’t have to figure out the steps on your own.

If you take the time to read the rubric, you will no longer have any doubt how you should proceed.

Your teacher supplies you with explicit expectations for you to succeed!

### How to Read a Rubric

#### Point Scale

<table>
<thead>
<tr>
<th></th>
<th>Excellent 8 Points</th>
<th>Proficient 6 Points</th>
<th>Satisfactory 4 Points</th>
<th>Needs Work 2 Points</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Expectation 1</strong></td>
<td>Exemplar Explained</td>
<td>Slight Fixes Outlined</td>
<td>Outline of Missing Items</td>
<td>Detailed Overview of How to Correct</td>
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<tr>
<td><strong>Expectation 2</strong></td>
<td>Exemplar Explained</td>
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</tr>
<tr>
<td><strong>Expectation 3</strong></td>
<td>Exemplar Explained</td>
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**The Teacher Outlines What You Are to Do for Each Expectation.**

**You Are Graded On How Well You Meet Each of the Expectations.**

**Scoring Column for Each of the Expectations**

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