

Score Sheet (Rubric) for Unit/District Junior History

Unit Name and Number _____ AND/OR District _____

Unit/District Honorary Junior Historian's Name _____

Historian's Address _____

I. Introduction (10 Points)

Score: _____

1. Title Page
 - A. History of Unit/District _____
 - B. Name of Honorary Junior Unit/ District Historian for 2007-08
 - C. Date: _____
2. Forward or Dedication
3. Photograph of Honorary Unit/District President (optional-if used, 5X7, b & w or color)
4. Prayer (by Resolution at National Convention in 2005)
5. Pledge of Allegiance to the Flag of the United States of America
6. First verse of "The Star Spangled Banner"
7. Preamble to the Constitution of the American Legion Auxiliary

II. Historical Content (50 Points)

Score: _____

1. List of Honorary Unit/District officers
 - A. List of elected honorary junior unit/district officers for 2007-2008
 - B. List of appointed honorary junior unit/district officers for 2007-2008
2. List of Honorary junior Unit/District Chairmen for 2007-2008
3. List of 2007-2008 National, Department, and District Honorary Junior Officers and Chairmen and committee appointments from your unit/district.
4. List of awards received by your unit/district at the National and State Conventions and the District Spring Conference.
5. The history shall be written as a factual narrative, beginning with the installation of officers in 2007 and ending with the new election meeting in 2008. (Usually in Spring following the spring conference in your district.)
6. The signature of the Honorary Junior Unit/ District Historian is to immediately follow the final paragraph of the history.

III. Appearance (20 Points)

Score: _____

1. Cover: Binder for loose-leaf paper, preferably blue, with 2 ½ “ gold foil American Legion Auxiliary seal centered on the cover or a regulation binder with imprinted seal. (These are available from Emblem Sales.)

2. Paper: Plain white bond-8 ½ “ x 11” (may use plastic sleeves for protection)

3. Margins should be set as follows: left margin 10; right margin 75; leave approximately 1 inch from the top and bottom of the page. Page numbers should be centered at the bottom of the page.

4. All spacing shall be double-spaced, with the exception of the introductory pages (Title Page through Preamble), which shall be single spaced and centered in the middle of the page.

5. Typing; Black ribbon (print) only. Should be clear and clean. Erasures are permissible. Standard typewriters, word processors, computers, or neat handwriting in black may be used.

IV. Arrangement (20 Points)

Score: _____

1. Written in narrative form but not necessarily in third person.

2. Clear, concise, and correctly spelled

3. No decorations, special effects with typewriter, computer, or word processor, no extraneous material (reports, certificates, newspaper clippings or photos.)

4. Be creative in thought and presentation

Special Note to Units and Districts in Wisconsin:

Because this is your history and it may be the only records you keep, if you include extraneous materials and photos in the back of the book, it will **NOT** count against your score. However, if your book is a winner, you must remove these pages before it is taken to further competition and they may be re-inserted when you get it back. Suggestion: bring a large manilla envelope for the purpose of keeping these pages if you win.

V. Deadline

Units must take their books to their District Spring Conferences to be judged. Only one winner per district may be sent to the Department Historian. District and winning unit entries **must be received by the Department Historian by June 30, 2008.** If you wish to have your history returned, your District President can pick it up at State Convention or you may include money for return postage. **This judging form must be inside the cover of your entry.**

Total Score _____

Comments: