

SkillsUSA California Regional Portfolio Score Sheet

Contest: _____ Contestant No.: _____ Score: _____

Title Page is to include the following items:	Points
Student Name	
School Name	
City, State Zip	
Chapter Number	
Advisor's Name	
Contest Name	Complete 2 <input style="width: 20px; height: 20px;" type="text"/>
Contest Date	Incomplete 0 <input style="width: 20px; height: 20px;" type="text"/>
Table of Contents	
Complete, in order, no spelling errors and good layout	2 <input style="width: 20px; height: 20px;" type="text"/>
Complete, but out of order, spelling errors or poor layout	1 <input style="width: 20px; height: 20px;" type="text"/>
Poorly done or missing	0 <input style="width: 20px; height: 20px;" type="text"/>
Cover Letter (three paragraphs)	
Flows logically without spelling or grammar errors	2 <input style="width: 20px; height: 20px;" type="text"/>
Has information, but with spelling or grammar errors	1 <input style="width: 20px; height: 20px;" type="text"/>
Poorly written or missing	0 <input style="width: 20px; height: 20px;" type="text"/>
Hand Written Job Application	
All fields filled out, applies to contest, neat and legible	4 <input style="width: 20px; height: 20px;" type="text"/>
Missing fields (less than three) or illegible	2 <input style="width: 20px; height: 20px;" type="text"/>
Fields missing (three or more), and illegible, or no application	0 <input style="width: 20px; height: 20px;" type="text"/>
Resume'	
Easy to read, good organization/layout with no spelling errors	2 <input style="width: 20px; height: 20px;" type="text"/>
Has necessary information, but poorly organized/layout	1 <input style="width: 20px; height: 20px;" type="text"/>
Missing or very poorly organized/layout	0 <input style="width: 20px; height: 20px;" type="text"/>
One Work Sample & Summary	
Appropriate work sample with good summary and evidence	2 <input style="width: 20px; height: 20px;" type="text"/>
Work sample with poor or no summary, or no evidence	1 <input style="width: 20px; height: 20px;" type="text"/>
Missing or very poorly done	0 <input style="width: 20px; height: 20px;" type="text"/>

Total Score: