

Career Journal Rubric

Component	3 Points	2 Points	1 Point	Score
Correct Name of the Career and Proper Format	Upper case letters are used to write the name of the specific career as a heading and proper outline format is used.	Upper case letters are used to write the name of the specific career as a heading but proper outline format is not used.	Proper outline format is not used and upper case letters are not used.	
Education/Training Required	Education/Training is listed in detail.	Education/Training listed, but not detailed enough.	Education/Training is not mentioned.	
Responsibility and Daily Activity	Responsibility and daily activities are listed in detail.	Responsibility and daily activities are listed, but with not much detail.	Only responsibility are listed or only daily activities are listed. No responsibility or training are mentioned.	
Documentation of Sources	At least one reliable source of information is used and source is listed in proper APA format.	At least one reliable source of information is used, but source is not listed in proper APA format.	Sources are not documented.	
Self-Reflection	Five sentences are used to describe level of interest and why student would or would not pursue this career.	Less than 5 sentences are used to describe level of interest and why student would or would not pursue this career.	Only level of interest or only reason for pursuing or not pursuing career is mentioned.	

General Reference Format

Author, A.A., Author, B.B., & Author, C. C. (year). Title of article. *Title of Periodical*, xx, pp-pp. Retrieved from <http://xxxxxxxxxxx>

Web Format

Author, A. A. (year, month). Title of section or chapter. Webpage Publisher. Retrieved from <http://www.xxxxxxxx>

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