

My Book of the <b><u>CONVENTIONS of NON- FICTION</u></b>  “MUST HAVES”:	<b>Checklist:</b>  <i>Is it here?</i>  <i>With all criteria?</i>	<b>Names:</b> _____  Self-assessment	Teacher Assessment
<b>Front Cover:</b> Title, Author/Illustrator	Yes / No	Fully Meets 4   Meets Most 3.5   Meets Some 3   Minimally Meeting 2.5	B C+ C C- 4 3.5 3 2.5
<b>Dedication/Publication page:</b> who book dedicated to; publishing company name & colophon (logo); ©copyright date	Yes / No	Fully Meets 4   Meets Most 3.5   Meets Some 3   Minimally Meeting 2.5	B C+ C C- 4 3.5 3 2.5
<b>Table of Contents:</b> sections listed in same order as pages appear in book; page numbers listed	Yes / No	Fully Meets 4   Meets Most 3.5   Meets Some 3   Minimally Meeting 2.5	B C+ C C- 4 3.5 3 2.5
<b>VARIOUS CONVENTIONS PAGES:</b> <small>in any order you choose as long as it follows your table of contents</small>			
<b>Captions</b>	Yes / No	Fully Meets 4   Meets Most 3.5   Meets Some 3   Minimally Meeting 2.5	B C+ C C- 4 3.5 3 2.5
<b>Labels</b>	Yes / No	4   3.5   3   2.5	4 3.5 3 2.5
<b>Photographs</b>	Yes / No	4   3.5   3   2.5	4 3.5 3 2.5
<b>Cut-aways</b>	Yes / No	4   3.5   3   2.5	4 3.5 3 2.5
<b>Close-ups</b>	Yes / No	4   3.5   3   2.5	4 3.5 3 2.5
<b>Comparisons</b>	Yes / No	4   3.5   3   2.5	4 3.5 3 2.5
<b>Maps</b>	Yes / No	4   3.5   3   2.5	4 3.5 3 2.5
<b>Index:</b> alphabetical order of topics/subjects with page numbers listed	Yes / No	4   3.5   3   2.5	4 3.5 3 2.5
<b>Back Cover...</b>	Yes / No		
...includes <b>Reviews</b>	Yes / No	4   3.5   3   2.5	4 3.5 3 2.5
...includes <b>Blurb</b>	Yes / No	4   3.5   3   2.5	4 3.5 3 2.5