**(990) Human Resource Exploration (ML)**

#### Judge Number Contestant Number \_\_\_\_\_\_

**Technical Scoring Rubric**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Below Average** | **Average** | **Good** | **Excellent** | **Points Awarded** |
| Member submitted the correct information and in the correct format.   * Job Shadow Request Letter with Personal Statement (100 words or less) in 2nd paragraph - PDF format   ***All points or none are awarded by the technical judge.*** | | | | 10 |  |
| **Job Shadow Request Letter (Must follow business letter format in the** [[*Style & Reference Manual*](https://members.bpa.org/download-center)](https://members.bpa.org/download-center)*)* | | | | | |
| Addressed correctly and formatted according to Style & Reference Manual Letter format. | 1-5 | 6-10 | 11-15 | 16-20 |  |
| Correct grammar and spelling | 1-5 | 6-10 | 11-15 | 16-20 |  |
| Paragraph 1: Introduction | | | | | |
| Position to Job Shadow and career interests are identified. | 1-5 | 6-10 | 11-15 | 16-20 |  |
| Paragraph 2: Personal Statement | | | | | |
| Statement is 100 words or less | | | | 20 |  |
| Highlights current abilities and skill sets | 1-5 | 6-10 | 11-15 | 16-20 |  |
| Description of self-goals | 1-5 | 6-10 | 11-15 | 16-20 |  |
| Paragraph 3: Conclusion | | | | | |
| Closing statements and salutation | 1-5 | 6-10 | 11-15 | 16-20 |  |
| **TOTAL TECHNICAL POINTS (150 points maximum)** | | | | |  |