

## Civilization Letter Scoring Guide

Follows correct **business letter format** (20 points possible)

Heading = 5 points

Inside Address = 5 points

Greeting = 2 points

Body = 5 points

Closing = 3 points

States **ways the civilization is great** (40 points possible)

States 1 way = 5 points

States 2-5 ways = 20 points

States more than 5 ways = 40 points

States **items for trade** by this civilization (40 points possible)

States 1 item = 5 points

States 2-5 items = 20 points

States more that 5 items = 40 points

Total = \_\_\_\_\_/100 points

Correct grammar (deduct 1 point for every mistake) = \_\_\_\_\_ points

Final Total = \_\_\_\_\_/100 points