

Instruction Manual Book Project

DUE: _____

Choose a topic related to the book you read to create an instruction manual on. Make sure to select a topic which does not focus on a single incident, but instead is broad enough to bring in multiple examples from the **entire text**. Below are some sample topics from other novels you may have read.



- *To Kill a Mockingbird* – How to stop prejudice
- *Romeo and Juliet* – How to prevent suicide
- *The Odyssey* – How to become a “hero”

- 1) **Cover** - Include...
- the title of the text (in italics), author & your name
 - a creative heading (indicating what the audience will learn)
 - a picture that relates to your topic.

- 2) **Table of Contents**
Include all the sections of your manual and the page number(s) the reader will find them on.

- 3) **Plot Summary & Connection to “How-to Topic”**
Include a paragraph that identifies the name of the book (in italics) and author, a brief plot summary and an explanation of how the topic you chose relates to the novel you read. Remember to write in present tense!

- 4) **Materials & Supplies**
List 5 materials recommended to have with you and why. For each material, describe 1 - 2 examples from the text of how these items helped characters in specific situations or could have helped them. These do not have to be objects. You can include characteristics, personality traits, or other “internal supplies.”

- 5) **The “Top 10” Most Important Steps**
Describe the 10 most important steps to take, organized in a logical order. For each step, describe a specific example from the novel that relates to this step and explain why it's important.

- 6) **Trouble Shooting**
Identify 5 things to avoid and the potential consequences if this advice is not followed. For each, describe 1 - 2 examples from the book when characters did not follow these tips and the consequences (or they DID what you recommend and how it helped them).

- 7) **Three Visuals with Captions** (in addition to the pictures on your cover)
These should be spread throughout. The visuals can range from pictures of necessary materials to diagrams that demonstrate one or more of the ten steps. They can be illustrations you draw yourself, ones you cut-out from magazines and neatly glue on or computer graphics. Each should include a **caption** either above or below it identifying what the diagram is. You may also point out details important to notice.

Reminder about Integrating Quotes & Evidence:

Examples should include either concrete details from the text or integrated quotes **with context** and the page number. Do not quote long sentences or multiple sentences. Instead choose the most IMPORTANT part of the line to quote.

***Do not use examples, evidence and integrated quotes more than once.**

Other Requirements:

- Your manual should be in the form of a brochure.
- Brochures should be folded into panels no thinner than 3 & 2/3”
- All writing must be typed
- Your manual should be on blank paper.
- Number all pages (except the cover)
- Use headings, bullets, checklists, etc.
- The majority of the content should be typed but you may add hand-written info for stylistic purposes or for the numbering of pages and captions.
- Your brochure must have color but you may print in black ink and add color to it with pencils, markers, etc.

Last Name _____ First Name _____					
	Advanced	Proficient	Basic	Below Basic	Far Below Basic
Brochure Format 15 pts	All that a Proficient is + the following: <input type="checkbox"/> Eye catching (through the use of artwork, fonts, color & design features). <input type="checkbox"/> Graphics AID in the understanding of the message. <input type="checkbox"/> Mostly free of grammatical errors 13.5-15 pts	<input type="checkbox"/> Formatted in the style of a brochure with a cover, table of contents and page #'s as well as some additional design features. <input type="checkbox"/> Brochure is attractive with some color. <input type="checkbox"/> Info is organized in an easy-to-read format with headings of different sections. <input type="checkbox"/> Has all the required written content and 3 visuals with captions that relate to the topic and/or text. <input type="checkbox"/> Is typed. Font is easy to read. <input type="checkbox"/> Has minor errors which can be easily corrected. 12-13	Formatted as a brochure and layout is neat and easy to read with headings of different sections, but has any of the following problems: <input type="checkbox"/> Very simplistic in design (lacks color, design features) <input type="checkbox"/> Has frequent errors but overall, errors do not interfere with reader's understanding. 10.5-11 pts	Formatted as a brochure with headings, but has any of the following problems: <input type="checkbox"/> Overall difficult to read (cluttered, font is too small, etc.) <input type="checkbox"/> Missing organizational features (table of contents, pg #'s, captions, etc.) <input type="checkbox"/> Sections are <i>written as chunks</i> or <i>paragraphs</i> <input type="checkbox"/> Numerous grammatical errors that at times interfere with the reader's understanding. <input type="checkbox"/> 9-10 pts	Written work is not in the format of a brochure Or has less than 50% of the required content. Errors make writing very difficult to understand. 0-8pts
Content / Evidence & Analysis 35 pts	All that a Proficient is + <input type="checkbox"/> Evidence and context is detailed. <input type="checkbox"/> Evidence and explanations show insight and move beyond what the text states literally. <input type="checkbox"/> Word choice is descriptive and sophisticated. <input type="checkbox"/> Language matches topic and tone of brochure. <input type="checkbox"/> You vary sentence length & sentence structure. 31.5 – 35 pts	<input type="checkbox"/> Has all of the required content in each category. <input type="checkbox"/> For each recommendation, there is evidence from the text with context to support your ideas. <input type="checkbox"/> Evidence is used from the text as a whole and not repetitive (although may focus mostly on plot events and character's actions). <input type="checkbox"/> Your explanation clearly connects your evidence to your recommendations.	<input type="checkbox"/> Evidence has some context but is missing details that would help make it more clear. <input type="checkbox"/> Evidence connects to your recommendations or instructions but is repetitive, focuses on more obvious elements of the text or requires more explanation to better understand the connection to your instructions.	<input type="checkbox"/> Evidence lacks context (eg. copies a quote from the text or examples are <i>very general</i> or not presented in complete sentences. <input type="checkbox"/> Evidence does not clearly demonstrate how your ideas connect to your recommendations or instructions. <input type="checkbox"/> Vocabulary is simplistic or repetitive. Uses slang.	Creates a "how-to" instruction manual but lacks evidence from the text.

A+	50
A	46-49
A-	45
B+	44.5
B	41-44
B-	40
C+	39.5
C	36-39
C-	35
D+	34.5
D	31-34
D-	30
F	0-29