## PROBE BULLETIN CONTEST





## GRAMMAR & STYLE Score Sheet

☐ BETY ☐ IBC	BARBERSHOP				
Year			District	International	
District		Points Possible	600	300	
Bulletin		Page Weighted Score	e	←	╁
Editor(s)		Final Score			
Chapter		_			

## **INSTRUCTIONS TO JUDGES:**

In this category, you are judging writing mechanics that affect communication.

Of the 2,000 points in the three categories, 600 points has been allocated to the Grammar & Style (GS) Category. Each issue accounts for 300 of the 600 points.

Some bulletin content cannot be evaluated for usage, grammar, and style; therefore, the following features of a bulletin should be excluded:

- nameplate
- line art/illustrations
- photographs (but not captions)
- cartoons
- guest/membership/officer lists
- directory/addresses
- birthday/anniversary lists
- numerical data such as contest scores
- tags/musical notation
- advertisements
- mailer/address block
- excessive "white" space
- scanned/copied material pasted in without being reformatted or edited

## **JUDGING PROCEDURES:**

- 1. Mark out all material to be excluded from judging. Estimate the amount of text left on each page (including headlines). For example, after crossing out photos and/line art, you estimate that approximately .6 of the remaining material is text. Continue this estimate for all pages, and then add up all the estimates to determine the number pages able to be judged. Evaluate the text according to the sub-categories of punctuation, grammar/usage, and style as outlined on the reverse tally sheet.
- Enter in the appropriate blanks of the Scoring Summary below the total points deducted for each subcategory.
- Complete the calculations in the Scoring Summary. In order to fairly measure editing skills, bulletin lengths are equalized by creating a page-weighted score. The Gross Errors Score is for informational purposes only. The <u>Page Weighted Score</u> is the number to be used to determine final score
- Prepare a positive critique, noting each bulletin's strengths as well as weaknesses. Refer the editor to the appropriate sections of the *PROBE Style Manual* <a href="https://www.harmonize.com/probe/default.htm">www.harmonize.com/probe/default.htm</a>>.

ted or edited			<www.harmonize.com default.htm="" probe="">.</www.harmonize.com>
	SCOR	ING SUMM	IARY
	<u>lssue #1</u>	Issue #2	<u>Totals</u>
			-
1 — Punctuation points deducted		+	=
2 — Grammar points deducted		+	=
3 — Style point deducted		+	.=
4 — TOTALS		+	.=
5 — Estimated # pages to be judged		+	=
6 — Average # errors per page		+	=
	AVERAG	E ERRORS	SCORE
			timated pages (5).
Subtract the divide	end (6) from 600	) for two issue	es or from 300 for a single issue.
Judge			Phone:
Address:		_	e-mail:
	Sign	ature	

Punctuation Feature — Non-word markings used to enhance readability. Deduct one (1) point for each occurrence up to a maximum of eight (8) for each feature.  P1 — misuse/omission of commas P3 — misuse/omission of commas P3 — misuse/omission of terminal punctuation/abbrevlations/"screamers" P4 — misuse of apostrophes in possessives/contractions P5 — misuse of quotation marks P6 — incorrect punctuation with quotation marks P7 — misuse/omission of colons, semicolons, parentheses, dashes P8 — misuse of ellipses P9 — incorrect punctuation with quotation marks P1 — use of graphic symbols (e.g., &, %, %, w, //); clipped words (e.g., Xmas, q'tet, b'shop); abbreviations (a.m./p.m., CA vs Calif.)  Subtotal (transfer to appropriate location in Scoring Summary)  Grammar/Usage — Basic rules, principles, and practices of composing standard English sentences, word forms, and other conventions. Deduct two (2) points for each occurrence up to a maximum of eight occurrences of starred (*) features.  G1 — Misspelled/mistyped words; omitted words; proofreading G2 — Incorrect word forms (there/their; than/then, etc.) G3 — Sentence fragment G4 — Run-on/fused sentence G6 — Subject-verb agreement G7 — Pronoun-antecedent agreement G7 — Pronoun-forms (incorrect case, voice) G8 — Shifts in number, voice, tense G9 — Modiffers (comparative forms, dangling, misplaced) G10 — incorrect writing of numbers and numerals  *G13* — incorrect writing of numbers and numerals  *G14* — Incorrect writing of numbers and numerals  *G15** — Writing and			Tally of Errors		
### P1 — misuse/omission of capital letters    P1 — misuse/omission of commas   P3 — misuse/omission of terminal punctuation/abbreviations/"screamers"   P4 — misuse of apostrophes in possessives/contractions   P5 — misuse of apostrophes in possessives/contractions   P6 — incorrect punctuation with quotation marks   P6 — incorrect punctuation with quotation marks   P7 — misuse/omission of colons, semicolons, parentheses, dashes   P8 — misuse of ellipses   P9 — incorrect punctuation of titles   P10 — misuse/omission of typhenation   P11 — use of graphic symbols (e.g., &, %, #, Ø, w/); clipped words (e.g., Xmas, q'tet, b'shop.); abbreviations (a.m./p.m., CA vs Calif.)   Subtotal (transfer to appropriate location in Scoring Summary)    Grammar/Usage — Basic rules, principles, and practices of composing standard English sentences, word forms, and other conventions. Deduct two (2) points for each occurrence up to a maximum of eight occurrences of starned (*) features.   G1 — Misspelled/mistyped words; omitted words; proofreading G2 — incorrect word forms (there/their; than/then, etc.)   G3 — Sentence fragment G4 — Run-on/fused sentence G5 — Subject-verb agreement G7 — Pronoun annetcedent agreement G7 — Pronoun forms (incorrect case, voice) G8 — Shifts in number, voice, tense G9 — Modifiers (comparative forms, dangling, misplaced) G10 — incorrect writing of numbers and numerals *G12* — incorrect writing of numbers and numerals *G14* — incorrect writing of numbers and numerals *G	Issue #1	<u>lssue #2</u>			
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P5 — insuse of quotation marks P6 — incorrect punctuation with quotation marks P7 — misuse/omission of colons, semicolons, parentheses, dashes P8 — misuse of ellipses P9 — incorrect punctuation of titles P10 — misuse/omission of hyphenation P11 — use of graphic symbols (e.g., &, *, *, *, *, *, *, *, *, *, *, *, *, *,					
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Grammar/Usage — Basic rules, principles, and practices of composing standard English sentences, word forms, and other conventions. Deduct two (2) points for each occurrence up to a maximum of eight occurrences of starred (*) features.  G1 — Misspelled/mistyped words; omitted words; proofreading G2 — Incorrect word forms (there/their; than/then, etc.) G3 — Sentence fragment G4 — Run-on/fused sentence G5 — Subject-verb agreement G6 — Pronoun-antecedent agreement G7 — Pronoun forms (incorrect case, voice) G8 — Shifts in number, voice, tense G9 — Modifiers (comparative forms, dangling, misplaced) G10 — Incorrect verb tense G11 — Faulty parallelism *G12* — Incorrect writing of numbers and numerals *G13* — Incorrect writing of dates  Subtotal x 2 (transfer to appropriate location in scoring summary)  Style — Method of expression in clear idiomatic language and avoidance of graphic gimmickry. Deduct five (5) points for each occurrence.  S1 — Using clichés. trite phrases, inappropriate slang S2 — Unnecessary passive voice construction S3 — Imprecise language, jargon/argot S4 — Lack of variety in sentence length and type S5 — Wordiness; redundancy S6 — Awkward, unclear phrasing S7 — Paragraphing (either too short or too long; in dialogue) S8 — Lack of unity and coherence S9 — Awkwardly phrased titles					
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