

Name: \_\_\_\_\_ Class Period: \_\_\_\_\_ Date: \_\_\_\_\_

Instructions:

Cadet \_\_\_\_\_, as a result of not wearing your uniform on Leadership Lab Day, you are to read the attached material and type a two-three page essay over the material. It must be typed and double-spaced.

The consequences are as follows:

1. Wear your uniform and turn in the assignment the next class day and receive up to a maximum grade of 80 (depending on the quality of the work).
2. Turn in the assignment the next class day and chose not to wear the uniform; receive up to a maximum grade of 70 (depending on the quality of the work and for not wearing the uniform).
3. Receive a failing grade of 60 for not wearing the uniform and not turning in the assignment.

**Basic Guidelines for JROTC Cadets/Students Writing an Essay on the Topic:  
"Your Personal Appearance and Uniform"**

1. It must be typed using 12-point type in **Arial** font.
2. Typed on one side of the page and double space all text.
3. One (1") margins all around.
4. Essay must be two-three pages. *(Not including cover page and outline)*
5. Cover page must be attached to the essay. Cover page must conform to the example given below:

**COVER PAGE**

<p>Your Personal Appearance and Uniform</p> <p>By: John Q. Public</p> <p>2<sup>nd</sup> Period</p> <p>Instructor's Name: SFC Byrd</p> <p>3 Nov 2009</p>
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**OUTLINE**

<p>Outline</p> <p>I. Army JROTC Uniform</p> <p>A. Types of Uniforms</p> <p>1. Class A Uniform</p> <p>2. Class B Uniform</p> <p>3. Army Combat Uniform</p> <p>B. Placement of Accouterments &amp; Insignia</p> <p>1. Ranks, Nameplates, Unit Insignia</p> <p>2. Awards and Decorations</p> <p>C. Polishing Your Image</p> <p>1. Guidelines for care &amp; cleaning the uniform</p> <p>2. Guidelines for personal appearance in uniform</p> <p>3. Guidelines for wearing your uniform</p> <p>4. Pre-Inspection</p> <p>5. Factors that affect appearance</p> <p>D. Summary</p>
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## Essay Rubric

<p style="text-align: center;">4 Exceeded the Standard</p>	<ul style="list-style-type: none"> <li>• Exceeds all standards in the guidelines. (Cover Page, Outline, 12 point Arial Font, 3 or more pages, Turned in on time or earlier)</li> <li>• Addresses the topics:             <ul style="list-style-type: none"> <li>• Types of Uniform (Distinguishes between the three types in great detail)</li> <li>• Expresses in exact detail measurements and placement of uniform items such as: JROTC insignia, nameplate, honor unit, unit crest, ribbons, medals, ranks, cords and arcs)</li> <li>• Polishing Your Image : Guidelines for the following: Care and cleaning of the uniform (lists five areas of concern); Personal Appearance (lists areas for male and female, grooming, posture, proper weight, and muscle tone); Wearing Your Uniform (lists occasions for wear, when it is inappropriate to wear);Pre-Inspection(Gives a sample of inspection criteria head-to-toe); Factors That Affect Appearance (grooming, hair &amp; fingernails; how to wear properly; how to care and clean the uniform).</li> </ul> </li> <li>• Concluding paragraph summarizing the importance of wearing the uniform correctly and looking your best. Wearing the uniform with pride.</li> </ul>
<p style="text-align: center;">3 Meets the Standard</p>	<ul style="list-style-type: none"> <li>• Meets all standards in the guidelines. (Cover Page, Outline, 12 point Arial Font, 2 pages, Turned in on time)</li> <li>• Addresses the topics:             <ul style="list-style-type: none"> <li>• Types of Uniform (Distinguishes between the three types of uniforms)</li> <li>• Placement of Uniform items such as: JROTC insignia, nameplate, honor unit, unit crest, ribbons, medals, ranks, cords and arcs)</li> <li>• Polishing Your Image : Guidelines for the following: Care and cleaning of the uniform (lists five areas of concern); Personal Appearance (lists areas for male and female, grooming, posture, proper weight, and muscle tone); Wearing Your Uniform (lists occasions for wear, when it is inappropriate to wear);Pre-Inspection(Gives a sample of inspection criteria head-to-toe); Factors That Affect Appearance (grooming, hair &amp; fingernails; how to wear properly; how to care and clean the uniform).</li> </ul> </li> <li>• Concluding paragraph summarizing the importance of wearing the uniform correctly and looking your best. Wearing the uniform with pride.</li> </ul>
<p style="text-align: center;">2 Approaching Standard</p>	<ul style="list-style-type: none"> <li>• Approaching some of the standards in the guidelines. (Cover Page not included, Outline omitted, typed in any font or written, Turned in late); Essay written, turned in one page.</li> <li>• Addresses some of the topics:             <ul style="list-style-type: none"> <li>• Types of Uniform (Distinguishes between the three types of uniforms)</li> <li>• Placement of Uniform items such as: JROTC insignia, nameplate, honor unit, unit crest, ribbons, medals, ranks, cords and arcs)</li> <li>• Polishing Your Image : Guidelines for the following: Care and cleaning of the uniform (lists five areas of concern); Personal Appearance (lists areas for male and female, grooming, posture, proper weight, and muscle tone); Wearing Your Uniform (lists occasions for wear, when it is inappropriate to wear);Pre-Inspection(Gives a sample of inspection criteria head-to-toe); Factors That Affect Appearance (grooming, hair &amp; fingernails; how to wear properly; how to care and clean the uniform).</li> </ul> </li> <li>• Did not have a concluding paragraph summarizing the importance of wearing the uniform correctly and looking your best.</li> </ul>
<p style="text-align: center;">1 No Evidence / Area of Concern (Does student know the standard?)</p>	<ul style="list-style-type: none"> <li>• No evidence of reading or complying with the standards in the guidelines. (No Cover Page, No Outline, Essay written, Turned in late or not within 5 days of posting of grades.)</li> <li>• Topic not addressed:             <ul style="list-style-type: none"> <li>• Types of Uniform (Distinguishes between the three types of uniforms)</li> <li>• Placement of Uniform items such as: JROTC insignia, nameplate, honor unit, unit crest, ribbons, medals, ranks, cords and arcs)</li> <li>• Polishing Your Image : Guidelines for the following: Care and cleaning of the uniform (lists five areas of concern); Personal Appearance (lists areas for male and female, grooming, posture, proper weight, and muscle tone); Wearing Your Uniform (lists occasions for wear, when it is inappropriate to wear);Pre-Inspection(Gives a sample of inspection criteria head-to-toe); Factors That Affect Appearance (grooming, hair &amp; fingernails; how to wear properly; how to care and clean the uniform).</li> </ul> </li> <li>• Concluding paragraph summarizing the importance of wearing the uniform correctly and looking your best.</li> </ul>