**DISCOVERY GRADING SHEET**

**100 points**

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|  |  | **Possible Points** | **Actual Points** |
| **Format** |  |  |  |
|  | Font size | 2 |  |
|  | Attorneys | 2 |  |
|  | Line #s correct at top | 2 |  |
|  | Court and Title, case no. | 2 |  |
|  | Parties | 2 |  |
|  | Does | 2 |  |
|  | Footer | 2 |  |
|  | Special Interrogatories numbered consecutively | 5 |  |
|  | Requests numbered consecutively | 5 |  |
|  | Signature line and date | 2 |  |
|  | Definitions | 2 |  |
|  | Double space | 2 |  |
| **Potential Witnesses** | Identifying potential witnesses | 10 |  |
| **Parties** | Parties identified correctly | 10 |  |
| **Venue** | Venue Proper on Pleading | 10 |  |
| **Wording appropriate** | No additional language not needed in the discovery | 10 |  |
| **Grammar** | Spelling, punctuation, sentence structure | 10 |  |
| **Causes of Action** | All necessary elements stated, all causes of action stated, organized | 10 |  |
| **Organization of entire assignment** | Organized properly per instructions of final exam | 10 |  |