

MAYOOR SCHOOL, AJMER

ACHIEVEMENT RECORD

KEY TO GRADES

CLASS : III-V



A. LANGUAGES - ENGLISH & HINDI

Aspects		A+	A	B	C	D
Reading Skills	Pronunciation	Can read short stories/articles/words on ones' own and uses his phonetic skills to pronounce new words.	Can read short stories/articles on ones' own most of the time. Uses his phonetic skills to pronounce new words most of the time.	Can often read short stories with varying speed and guidance most of the times.	Can read short stories with varying speed and guidance from the teachers most of the times.	Needs help and prompting by the teacher all the time.
	Fluency	Can read simple/complex passages fluently with proper speed, expression and pronunciation.	Can read simple/complex passages fluently with speed but needs occasional prompting.	Can read simple sentences and passages but takes time to read each word. Lacks fluency, speed and expression.	Can read simple passages with guidance or prompting most of the time.	Fumbles a lot while reading even simple sentences. Needs help all the time.
	Comprehension	Can read and understand text and answer questions correctly.	Can read and understand text and answer most of the questions correctly.	Can read and understand text and answer some of the questions correctly.	Can read and understand text with the help of teacher.	Cannot comprehend the text at all.
Writing Skills	Creative Writing	Can write short answers, stories and paragraphs with accuracy and displays originality in sentence construction and use of vocabulary. Ideas are arranged logically.	Can write short stories and paragraphs on a given topic with a fair degree of accuracy. Displays originality sometimes. Ideas are generally logically arranged.	Writes stories and paragraphs but makes quite a few errors.	Can write short connected descriptive sentences on ones' own with some grammatical errors.	Cannot write even short sentences on ones' own. Makes a lot of mistake.
	Handwriting	Is neat and legible. All letters and strokes are consistent and joined correctly. Transcription is error free.	Is neat and legible. Occasional inconsistency is seen formation of letters and strokes. Transcription is error free.	Is legible but sometimes inconsistent with his strokes and letters. Transcription has occasional errors.	Handwriting is not very neat. Transcription has many errors.	Is neither legible nor consistent.
	Grammar	Can write sentences accurately.	Can write sentences accurately most of the time.	Can write sentences with quite a few errors.	Can write sentences with a lot of mistakes.	Cannot write with accuracy. Needs help very often.
	Spellings	Can spell all words correctly. Tries to spell new words.	Can correctly spell all the words most of the time. Falts occasionally.	Can correctly spell words but sometimes makes mistakes.	Makes a lot of spellings mistakes.	Cannot spell words properly. Has to be helped.
	Vocabulary	Has a rich vocabulary. Often uses new words and phrases in written and spoken forms.	Has a good range of vocabulary and phrases. Uses new words most of the time.	Has a fair range of vocabulary. Uses new words sometimes.	Vocabulary is limited to only those words, which have been taught in class.	Has a poor stock of vocabulary.

Speaking Skills	Conversation	Is fluent and spontaneous. Responds to situation appropriately and accurately. Can narrate incidents/anecdotes and can participate in a discussion on a given topic with ease.	Is fluent and spontaneous most of the time. Responds to the situation appropriately but fumbles for words occasionally. Can narrate incidents/ anecdotes and can participate in discussions with effort.	Lacks spontaneity, fluency and accuracy sometimes. Response time rather long. Needs prompting most of the time.	Lacks spontaneity, fluency and accuracy.	Needs help most of the time.
	Recitation	Can recite a poem or a story with proper speed, diction, expression and tone.	Can recite a poem or a story with proper speed or expression but makes occasional mistakes in pronunciation or forgets at times.	Can recite a poem or story with occasional prompting. Expression is not very strong and effective.	Cannot recite an entire poem or story without prompting. Pronunciation and expression is not appropriate.	Recitation is poor. Lacks expression.
Listening Skills	Comprehension	Can comprehend oral questions, instructions, stories and poems.	Comprehends oral questions, instructions, stories and poems most of the time.	Has some difficulty in comprehending instructions, stories or poems. Needs guidance quite often.	Understands simple conversation in familiar situations. Needs simplification or translation most of the time.	Cannot understand instructions. Needs help all the time.
	Extra Reading	Can read short stories/poems for pleasure on ones' own with complete comprehension. Can form opinions and evaluate characters and incidents.	Reads stories/poems for pleasure. Sometimes needs help in understanding the story. Can form opinions and evaluate characters and incidents.	Needs a lot of help with understanding of stories and poems. Can evaluate a character or a situation only sometimes.	Shows lack of interest in reading stories or poems. Needs a lot of prompting.	Not at all interested in reading any extra material on one's own.
	Activities/Project	Participates enthusiastically in activities/projects.	Enthusiastically participates in activities /projects most of the times.	Needs persuasion by the teacher for active participation.	Seldom participates in activities/projects assigned.	Does not participate at all.

B. MATHEMATICS

Aspects	A+	A	B	C	D
Concept	Understands the concepts with logical thinking and good reasoning skill.	Understands the concepts thoroughly.	Understand the concepts and is able to apply most of them correctly. Needs occasional help.	Takes more time in understanding new concepts and requires frequent help.	Needs help most of the time in understanding the concepts and logically applying them.
Activity	Very confident, original and creative in group activities. Has tremendous team spirit.	Takes keen interest in doing various activities and applying the concepts to real life situations.	Quite creative but needs to be more innovative and original.	Takes interest but needs to be more systematic and organized.	Lacks initiative and is disinterested in group activity.
Tables	Has understood the concept of grouping the numbers and knows the tables by heart. Can also do dodge tables.	Knows the tables but falters a little in dodge tables.	Knows the tables but makes mistakes in tables of higher number. Falters in dodge tables.	Has not understood the concept of tables. Makes a lot of mistakes in dodge tables.	Has not learnt the tables. Cannot do dodge tables at all.
Mental Ability	Takes immense delight in working with mathematical problems mentally.	Has a good number sense. Quick in solving problems mentally.	Solves mental sums with ease but at times makes careless mistakes in hurry.	Can perform mental calculations but falters occasionally.	Slow in solving sums mentally.
Written Work	Work is neat and methodical. Presentation is a source of inspiration for others.	Neat and systematic work.	Neat and regular work but sometimes not up to the mark.	Often the work is untidy and the figures are shabbily drawn.	Untidy work. Late in submitting the assignments.

C. ENVIRONMENTAL SCIENCE

Aspects	A+	A	B	C	D
Concept	Excellent ability to understand, grasp, recall, define and reason. Understands and differentiates textual material with great ease. Is able to apply relevant knowledge and tabulate facts well. Reads and comprehends text, diagram and web chart quickly.	Good ability to understand, grasp, recall, define and reason. Understands the textual material with ease. Is able to apply relevant knowledge and tabulate facts well. Reads and comprehends text, diagram and web chart.	Can understand, grasp and recall the textual material. Is able to apply relevant knowledge and tabulate facts. Can read and comprehend diagrams and web charts.	Can understand, grasp, recall, define and reason Understands the textual material with help from the teacher. Is able to tabulate facts well. Reads and comprehends text diagram and web chart with difficulty.	Needs continuous guidance in understanding. Finds difficulty in reading and comprehending text.
Activity/Project	Voluntarily participates in all the activities and enjoys experiments. Highly appreciable, creative and original in presentation. Is explorative, innovative and infers a result after experimenting; does extensive reference work.	Participates in most of the activities and performs experiments with interest. Excellent, creative project presentation. Is explorative and innovative in experimenting; does reference work.	Participates in some of the activities and performs some experiments. Good project presentation with little creativity. Is explorative in experimenting; sometimes does reference work.	Participates in a very few activities and rarely performs any experiments. Satisfactory project presentation; not very creative. Rarely reads any reference books.	Needs a lot of encouragement to participate in activities or perform experiments. Project presentation is not creative and systematic. Not interested in extra reading.
Environmental Sensitivity	Has the ability to reason, does independent thinking; has value appreciation for truth and aesthetic sensitivity/observation.	Can do some independent thinking and is quite observant, with reflexes of occasional appreciation.	Can attempt to answer simple questions based on reasoning and observation	Has difficulty in reasoning and observing. Can attempt to answer simple questions.	Needs prompting to answer simple questions.
Scientific Skills	Has a very keen observation, inquisitive approach, likes to experiment in a systematic way and draws accurate diagrams and records information correctly, carefully and systematically. Is able to analyze, draw inference and apply information.	Has a keen observation, is inquisitive: does systematic work, and draws neat diagrams, records information correctly, carefully and systematically. Is able to analyze, draw inference and apply information.	Sometimes inquires about concepts; usually does experimentation in a systematic way and draws diagrams correctly. Records information. Is able to draw inference and apply information, with some difficulty.	Rarely inquisitive; Does experimentation when told, not very systematic work and untidy diagrams. Is not able to draw inference and apply information.	Not interested in experimentation, recording or drawing inference. Not very tidy and organized in his work. Generally disinterested.
Group Discussion	Actively participates and usually leads all group discussions. Very often makes interesting observations and adds to the points given, can analyze points critically and generate new ideas.	Actively participates. Good relations with other members. Often makes interesting observations Can analyze some points critically.	Participates sometimes. Satisfactory relations with other members. Sometimes makes interesting observations. Can analyze a few points.	Hesitant to participate in-group discussions. Poor relations with other members. Rarely makes observations. Unable to analyze points.	A passive participant. Never makes observations, unable to analyze points.
Written Work	Can do written assignments independently, work is neatly presented.	Can do written assignments independently most of the time.	Can do written assignments but makes occasional mistakes.	Can do only simplified assignments with guidance from the teacher.	Can do written assignments with constant guidance from the teacher.

D. COMPUTER EDUCATION

Aspects	A+	A	B	C	D
Skill	Very confident in using graphic skills, word processing skills, and operating skills.	Skilled in operating and word processing skills.	Shows excellent eye- hand coordination in operating skills.	Uses computer to enhance his knowledge on various topics taught in class. Uses computer as a tool.	Needs help from the buddy to complete his assignments.
Aptitude	Excellent in selecting and using different colours, creating pictures and identifying different features of multimedia in work presentations.	Shows special aptitude in using tools to create shapes and lines.	Works with confidence and handles mouse with competence.	Is able to combine text and graphics with help from teacher.	Takes time to locate keys on the keyboard.

E. CO-CURRICULAR ACTIVITIES

Games	A+	A	B	C	D
Team Spirit	Has team spirit and plays for winning.	Has team spirit and plays for winning most of the times.	Puts his effort, but individually.	Shows team harmony on and off.	Not a team player
Talent (Strength, stamina and speed)	Outstanding development of skills and displays high performance.	Excellent development of skills and displays high performance most of the times.	Very good skill development but performs occasionally.	Average skill development.	Slow skill development.

Art / Craft	A+	A	B	C	D
Interest	Shows great enjoyment and aptitude for drawing and painting -recognizes the value of art.	Shows great enjoyment and aptitude for drawing and painting-recognizes the value of art most of the times.	Enjoys drawing and painting. Shows imagination sometimes.	Prefers to be guided than using his own imagination.	Prefers to reproduce what is seen. Needs repeated instructions.
Creativity	Has original drawing and innovativeness in the work. Shows more feeling and expressions in his/her work.	Has original drawing and innovativeness in the work. Shows more feeling and expressions in his/her work most of the times.	Good at reproducing. Shows feelings and emotions.	Can communicate the ideas in terms of effect and appeal.	Lacks creativity and looks for ideas and instructions from the teachers.
Skill	Excellent development of skills and high performance.	Excellent development of skills and high performance most of the times.	Skill development is good but performs occasionally.	Very slow skill development.	No Skills.

Music / Dance	A+	A	B	C	D
Interest	Always very keen to learn and follows given instructions.	Very keen to learn and follows instructions most of the times.	Needs little drive to learn and start.	Sometimes shows interest.	Does not show much interest.
Rhythm	Child has a good sense of rhythm and keeps pace with the beat.	Child has a good sense of rhythm and sometimes falters in keeping pace with the beat.	Sometimes loses pace with the beat.	Sometimes goes off the beat and cannot make it up.	Does not have the sense of rhythm.
Melody	Child has a good sense of tune.	Child has a good sense of tune and goes off key occasionally	Child goes off key sometimes, Can come back to tune.	Child has the sense of time but goes off key in higher octave.	Child does not have much sense of music.

F. PERSONALITY DEVELOPMENT

Personal and Social Traits	A+	A	B	C	D
Courteousness	Very careful about wishing, saying sorry, thank you and excuse me. Always stands up to give respect. Always speaks politely and uses good vocabulary. Never interrupts in between.	Wishes others most of the times says sorry, thank you and excuse me. Stands up to give respect. Speaks politely. Never interrupts in between.	Many times wishes others, says sorry, thank you and excuse me. Sometimes interrupts in between. Speaks politely many times.	Sometimes avoids to wish, say sorry, thank you and excuse me. Sometimes speaks politely. Interrupts in between.	Avoids wishing, saying sorry, thank you and excuse me. Aggressive and impolite.
Confidence	Always very confident in carrying out various activities.	Very confident in carrying out various activities most of the times.	Confident in carrying out most of the activities.	Quite confident but needs to come up with his/her ideas.	Needs to develop confidence.
Care of belongings	Always respects the belongings and takes care.	Takes care of self as well as others property most of the times.	Most of the times takes care of belongings.	Takes care but does not bother about others.	Careless about self as well as others property.
Neatness	Always wears proper and neat uniform. Very careful about personal hygiene.	Wears proper and neat uniform. Sometimes nails/hair/teeth not clean.	Wears proper and neat uniform most of the times.	Most of the times in improper uniform. Often not careful about personal hygiene.	Often untidily dressed. Unkempt personal hygiene.
Regularity and punctuality	Very particular about being regular and punctual to school/classroom. Always regular in doing and submitting assignments and projects.	Often particular about being regular and punctual to school/classroom. Often regular in doing and submitting assignments and projects.	Sometimes particular about being regular and punctual. Sometimes late in submitting assignments.	Sometimes irregular and not punctual to school/classroom. Sometimes late in submitting assignments and projects	Irregular and sometimes late to school/classroom. Rarely submits assignments and projects in time.
Initiative	Always tries to do things independently. Always ready to participate in oral discussions/extra curricular activities.	Most of the times tries to do things independently. Often ready to participate in oral discussions/extra curricular activities.	Often tries to do things independently. Often ready to participate in oral discussions/extra curricular activities.	Sometimes tries to do things independently. Sometimes ready to participate in oral discussions/extra curricular activities.	Never does things independently. Avoids participating in oral discussions/extra curricular activities.
Sharing and Caring	Always ready to help others.	Often ready to help others.	Often helps others.	Sometimes helps others.	Never bothers to help others.
Respect for other's property	Always follows rules and regulations. Takes good care of property and consciously makes efforts to keep the environment clean.	Most of the time follows rules and regulations. Takes care of property and often makes efforts to keep the environment clean.	Often follows rules and regulations. Takes care of makes efforts to keep the environment clean.	Sometimes follows rules and regulations. Does not bother about others' property. Sometimes litters his/her surroundings.	Does not follow rules and regulations. Is not sensitive about others' property. Often litters his/her surroundings.
Self-control	Well disciplined in the classroom/corridors/staircase. Never misbehaves or fights in the playground/break. Emotionally a balanced child.	Disciplined in the classroom/corridors/stair case most of the times. Never misbehaves or fights in the playground/break.	Disciplined in the classroom/corridors/staircase most of the times. Occasionally misbehaves or fights in playground/break.	Disciplined in the classroom but not in corridors/staircase. Often misbehaves or fights/bullies in the playground/break.	Indiscipline in the classroom/corridors/staircase. Mostly misbehaves, fights/bullies in the playground/break

Work Habits	A+	A	B	C	D
Completion of Work/Activity	Always completes the given task on time.	Completes the given task on time most of the times.	Often completes the given task on time.	Constant supervision is required to finish work.	Never completes the given task.
Follows Instructions	Always follows instructions correctly.	Follows instructions correctly most of the times.	Often follows instructions. Sometimes instructions need to be repeated.	Rarely follows instructions. Needs to be reminded.	Never follows instructions even after repeated reminders.
Attention in class	Always pays attention.	Pays attention most of the times.	Often pays attention in class but sometimes gets distracted.	Is distracted in class most of the times.	Never pays attention, always distracted.
Eagerness to learn	Always eager to learn. Prompt in getting doubts cleared. Asks relevant questions.	Eager to learn most of the times. Often asks relevant questions.	Often eager to learn. at times.	Does not show keenness to learn most of the time.	Does not show any willingness to learn.
Work is neat and meticulous	Work is always neat and meticulous.	Work is neat and meticulous most of the times.	Work is neat and meticulous sometimes.	Works neatly only under the supervision of the teacher.	Work is not neat and meticulous.
Works in a group	Works enthusiastically and actively in all group activities.	Works enthusiastically and actively, participates in all group activities most of the times.	Takes interest in group activities and participates only at times.	Participates in the group activities only when encouraged by the teacher.	Does not participate in group activities and always disturbs others while working in a group.