Rubric for Written Report

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| Task Description: (Teacher may explain specific assignment in this space.) | | | | | |
| Criteria | weight | Exemplary  4  Yes | Accomplished  3  Yes, but | Developing  2  No, but | Beginning  1  No |
| **Topic** | 10% | * Directly relevant | * Somewhat relevant | * Remotely related | * Totally unrelated |
| **Organization** | 10% | * Good organization; points are logically ordered; sharp sense of beginning and end | * Organized; points are somewhat jumpy; sense of beginning and ending | * Some organization; points jump around; beginning and ending are unclear | * Poorly organized; no logical progression; beginning and ending are vague |
| **Quality of Information** | 25% | * Supporting details specific to subject | * Some details are non-supporting to the subject | * Details are somewhat sketchy. Do not support topic | * Unable to find specific details |
| **Grammar, Usage, Mechanics, Spelling** | 25% | * No errors | * Only one or two errors | * More than two errors | * Numerous errors distract from understanding |
| **Interest Level** | 10% | * Vocabulary is varied; supporting details vivid | * Vocabulary is varied; supporting details useful | * Vocabulary is unimaginative; details lack “color” | * Basic vocabulary; needs descriptive words |
| **Neatness** | 10% | * Typed; clean; neatly bound in a report cover; illustrations provided | * Legible writing, well-formed characters; clean and neatly bound in a report cover | * Legible writing, some ill-formed letters, print too small or too large; papers stapled together | * Illegible writing; loose pages |
| **Timeliness** | 10% | * Report on time | * Report one class period late | * Report two class periods late | * Report more than one week late |

Assignment Score \_\_\_\_\_\_\_\_\_\_\_\_\_\_ **+** Beyonder/Bonus \_\_\_\_\_\_\_\_\_\_\_\_\_\_ **=** Final Score \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_