Unit One - Terms and Tech
Technical Writing Rubric—Report

	1	2	3	4
Organization/ Format	Little evidence of a cohesive plan. Little or no description or detail. Ideas seem scrambled, jumbled, or disconnected.	Some evidence of a cohesive plan. Some effort on description and detail. Ideas are developing, but not quite clear.	Organizes material in an appropriate manner, but may lack some clarity or consistency. Presents basic information but may have extraneous material.	Organizes material in a clear, appropriate, and precise manner.
Content	Little evidence of appropriate content.	Material is appropriate, but may lack a clear connection to the purpose.	Material is clear, relevant, and accurate, but may be lacking conciseness.	Material content is clear, relevant, accurate, and concise.
Writing Conventions	Little or no evidence of correct writing. Poor conventions seriously limit the paper's readability.	Some evidence of correct writing. Poor conventions limit the paper's readability, but not seriously	Minor errors are present, but they do not detract from the readability of the paper.	Enhances the readability of the paper.
Research and Interpret Data/ Information	Incorrectly interprets data or information with little or no analysis or conclusion. Little or no evidence of research presented.	Correctly interprets data or information but provides little or no evidence of analysis or conclusion. Research is limited.	Correctly interprets data or information, but analysis or conclusion may not be supported by research.	Correct interpretation of data or information. Analysis and conclusion are based on research.
Appropriate Vocabulary	Inappropriate vocabulary and use occurs.	Some inappropriate vocabulary present or limited use of appropriate vocabulary.	Articulates appropriate vocabulary but is still limited somewhat.	Articulates appropriate vocabulary and terms associated with the subject matter.