

WRITING ASSESSMENT RUBRIC

	EFFECTIVE 10-8	ADEQUATE 7-4	INADEQUATE 3-1	SCORE
Document organization	Presents clear statement of purpose/thesis in appropriate location; material is presented in clear and/or logical order appropriate to the task; organization increases readability	Contains statement of purpose but may rely on implicit thesis or organization	Omits clear statement of purpose; addresses topics without clear logical sequence	
Paragraph coherence	Develops a single topic in each paragraph; provides a logical sequence for document content; transitions develop connections between paragraphs; paragraphs are not overly long or brief	May lack development; may stray to other topics within paragraphs; generally provides clear transitions between paragraphs	May present overly short paragraphs, have undeveloped material, or contain unrelated material; omits necessary transitions	
Sentence structure	Demonstrates sophistication and variation in sentence structure; expresses ideas clearly and concisely; contains no unnecessary fragments or run-on sentences	Generally maintains varied and correct sentence structures; may include small number of sentence-level errors	Employs repetitive or simplistic sentence structures; contains wordy or unclear sentences; includes fragments or run-ons	
Correctness	Adheres to standard rules of grammar, usage, mechanics, punctuation, and spelling; may include no more than two minor errors	Generally adheres to standard rules but includes three or more errors	Contains significant errors that detract from understanding or compromise writer's credibility	
Audience/ Tone	Addresses audience concerns by explaining unfamiliar terms/material; employs professional diction and avoids overly technical or colloquial language; maintains appropriate tone	Demonstrates audience awareness but may include some overly technical or colloquial language; may lose control of tone	Uses technical or colloquial language inappropriate to the context of the assignment; errs in appropriate tone	
Support/ Exhibits	Includes thorough documentation or citation as necessary; supports all claims within either text or appendix; properly labels/identifies outside material	Generally supports claims with properly cited material; may omit occasional supporting documentation or material	May fail to include required supporting materials or documentation; may include irrelevant addenda	
Presentation/ Document design	Includes proper formatting of margins, spacing, indentation, etc; typeface and use of emphasis are appropriate to task	Mostly includes proper formatting and limits errors or inconsistencies	Distracts reader with errors or inconsistencies in formatting	
TOTAL SCORE				