

## Writing Rubric: Writing a Research Report

	Ideas	Organization
6	<ul style="list-style-type: none"> <li>The report demonstrates a complete, clear understanding of the assignment.</li> <li>The report addresses a very interesting topic.</li> <li>The report provides a clear and insightful point about the topic.</li> <li>The report shows a deep understanding of the complexity and nuances of the topic.</li> <li>The report demonstrates a very clear purpose and focus.</li> <li>The selection of relevant information as supporting evidence is sensible and insightful.</li> <li>The development of the ideas is thorough and perfectly logical.</li> <li>The report demonstrates a great deal of originality and creativity.</li> <li>The report completely avoids plagiarism through the effective use of quotations and paraphrasing.</li> </ul>	<ul style="list-style-type: none"> <li>The introduction effectively focuses on the topic.</li> <li>The report includes a clear, direct thesis statement that conveys the writer's attitude about the topic.</li> <li>The opening provides a clear focus for the report.</li> <li>The focus is clearly and effectively maintained throughout the report.</li> <li>The body is presented in a completely logical order.</li> <li>The supporting factual information is exceptionally explicit and thorough.</li> <li>Transitions are seamless.</li> <li>The conclusion effectively reviews the most important points presented in the report.</li> </ul>
5	<ul style="list-style-type: none"> <li>The report demonstrates a clear understanding of the assignment.</li> <li>The report addresses an interesting topic.</li> <li>The report makes a clear point about the topic.</li> <li>The report shows an understanding of the complexity of the topic.</li> <li>The report demonstrates a clear purpose and focus.</li> <li>The selection of supporting evidence is sensible.</li> <li>The development of the ideas is generally thorough and logical.</li> <li>The report demonstrates good originality and creativity.</li> <li>The report generally avoids plagiarism through the use of quotations and paraphrasing.</li> </ul>	<ul style="list-style-type: none"> <li>The introduction focuses on the topic.</li> <li>The report includes a clear thesis statement that generally conveys the writer's attitude about the topic.</li> <li>The focus is maintained throughout the report.</li> <li>The body is presented in a generally logical order.</li> <li>The factual information is clear and thorough.</li> <li>Transitions are effective.</li> <li>The conclusion reviews the most important points.</li> </ul>
4	<ul style="list-style-type: none"> <li>The report demonstrates a basic understanding of the assignment.</li> <li>The report addresses a somewhat intriguing topic.</li> <li>The report makes a considered point about the topic.</li> <li>The report shows an understanding of the complexity of the topic but is not nuanced.</li> <li>The report includes a purpose and focus, but it is not always clear.</li> <li>The selection of evidence is generally sensible.</li> <li>The development of the ideas is mostly complete and logical.</li> <li>The report shows some originality and creativity.</li> <li>The report uses quotations and paraphrasing, but the line separating quoted material from the writer's own content is not always clear.</li> </ul>	<ul style="list-style-type: none"> <li>The introduction mentions the topic, but it is not entirely clear.</li> <li>The report includes a thesis statement that generally conveys the writer's attitude about the topic.</li> <li>The focus is generally clear, but not always.</li> <li>The order is generally logical but sometimes confusing.</li> <li>The factual information is generally clear and includes some details.</li> <li>Transitions are used.</li> <li>The conclusion recalls some important points.</li> </ul>
3	<ul style="list-style-type: none"> <li>The report demonstrates some understanding of the assignment, but it is not complete.</li> <li>The report addresses a somewhat humdrum topic.</li> <li>The report suggests a point about the topic, but it is not clear.</li> <li>The report shows an incomplete or sometimes inaccurate understanding of the complexity of the topic.</li> <li>The report suggests a purpose and focus, but it is rarely clear.</li> <li>The supporting evidence is not always appropriate or relevant.</li> <li>The development of the ideas is not entirely complete or logical.</li> <li>The report only occasionally shows originality and creativity.</li> <li>The division between quoted or paraphrased material from the writer's own content is not always clear.</li> </ul>	<ul style="list-style-type: none"> <li>The introduction's focus on the topic of the report is not entirely clear and may be missing.</li> <li>The report includes a thesis statement but it does not convey the writer's attitude about the topic.</li> <li>The focus is not always clear.</li> <li>The order is often illogical or confusing.</li> <li>The factual information is generally clear but lacks details.</li> <li>Transitions are not always used.</li> <li>The conclusion notes only a few of the report's main points.</li> </ul>
2	<ul style="list-style-type: none"> <li>The report demonstrates little understanding of the assignment.</li> <li>The report's topic is not compelling.</li> <li>The report's point about the topic is not clear.</li> <li>The report shows little or an inaccurate understanding of the topic.</li> <li>The report's purpose and focus is not clear.</li> <li>The supporting evidence is often irrelevant.</li> <li>The development of the ideas is generally incomplete or illogical.</li> <li>The report shows little originality and creativity.</li> <li>The division between quoted or paraphrased material from the writer's own content is not clear and gives the impression of plagiarism.</li> </ul>	<ul style="list-style-type: none"> <li>The introduction does not provide a focus.</li> <li>The report does not include an easily identified thesis statement.</li> <li>The focus is generally unclear.</li> <li>The report is presented in a confusing order.</li> <li>The factual information is unclear and lacks details.</li> <li>Transitions are rarely used.</li> <li>The conclusion does not review the report's main points.</li> </ul>
1	<ul style="list-style-type: none"> <li>The assignment is not understood.</li> <li>The report's topic is not at all interesting.</li> <li>No point about the topic is made.</li> <li>The report shows no understanding of the topic.</li> <li>The report has no purpose or focus.</li> <li>No supporting evidence is included.</li> <li>Ideas are not developed.</li> <li>The report shows no originality and creativity.</li> <li>Portions or all of the report are plagiarized.</li> </ul>	<ul style="list-style-type: none"> <li>No introduction is presented.</li> <li>The report does not include a thesis statement.</li> <li>The focus is unclear.</li> <li>The report is in random, unconnected order.</li> <li>No supporting factual information is presented.</li> <li>Transitions are not used.</li> <li>No conclusion is presented.</li> </ul>

Voice	Word Choice & Sentence Fluency	Conventions
<ul style="list-style-type: none"> <li>The writer's voice is clear, consistent, and sincere throughout the report.</li> <li>Writer's voice is perfectly attuned to the subject matter of the report.</li> <li>The writer's voice is exceptionally appropriate to the intended audience of the report.</li> <li>The report's tone demonstrates exceptional understanding of the research subject.</li> </ul>	<ul style="list-style-type: none"> <li>The word choice is exceptionally precise and accurate.</li> <li>The word choice is vivid and effective, with lively descriptive words used.</li> <li>When necessary, literary terms are used appropriately and effectively.</li> <li>Sentences vary in length and structure.</li> <li>Ideas are clearly and smoothly connected using transition words and phrases.</li> </ul>	<ul style="list-style-type: none"> <li>All words are spelled correctly.</li> <li>The report contains no errors in English usage or grammar.</li> <li>The report contains no errors in punctuation.</li> <li>The report contains no errors in capitalization.</li> </ul>
<ul style="list-style-type: none"> <li>The writer's voice is consistent and sincere throughout the report.</li> <li>Writer's voice is appropriate to the subject matter of the report.</li> <li>The writer's voice is appropriate to the intended audience of the report.</li> <li>The report's tone demonstrates an understanding of the research subject.</li> </ul>	<ul style="list-style-type: none"> <li>The word choice is generally precise and accurate.</li> <li>The word choice is effective, with descriptive words used.</li> <li>Generally as necessary, literary terms are used appropriately.</li> <li>Sentences vary somewhat in length and structure.</li> <li>Ideas are generally connected using transition words and phrases.</li> </ul>	<ul style="list-style-type: none"> <li>Almost all words are spelled correctly.</li> <li>The report contains almost no errors in English usage or grammar.</li> <li>The report contains almost no errors in punctuation.</li> <li>The report contains almost no errors in capitalization.</li> </ul>
<ul style="list-style-type: none"> <li>The writer's voice is somewhat consistent throughout the report, but sincerity is not obvious.</li> <li>Writer's voice is generally appropriate to the subject matter of the report.</li> <li>The writer's voice is generally appropriate to the intended audience of the report.</li> <li>The report's tone demonstrates some understanding of the research subject.</li> </ul>	<ul style="list-style-type: none"> <li>Word choices reflect thought but are not always precise or accurate.</li> <li>Descriptive phrasing is attempted but is not always effective or relevant.</li> <li>Some literary terms are used, generally appropriately.</li> <li>Sentences vary somewhat in length and structure but could use more variation.</li> <li>Ideas are usually connected using transition words and phrases, but not always.</li> </ul>	<ul style="list-style-type: none"> <li>Some spelling errors occur, but not enough to impede understanding.</li> <li>The report contains some errors in usage or grammar, but not enough to impede understanding.</li> <li>The report contains some errors in punctuation, but not enough to impede understanding.</li> <li>The report contains a few errors in capitalization.</li> </ul>
<ul style="list-style-type: none"> <li>Writer's voice is not always consistent, and sincerity may be lacking.</li> <li>Writer's voice is not always appropriate to the subject matter.</li> <li>Writer's voice is not always appropriate to the intended audience of the report.</li> <li>The report's tone demonstrates an incomplete understanding of the research subject.</li> </ul>	<ul style="list-style-type: none"> <li>Word choices reflect thought but are often not precise or accurate.</li> <li>Descriptive phrasing is occasionally attempted but is not effective or is irrelevant.</li> <li>Some literary terms are used, but often not appropriately.</li> <li>Sentences only occasionally vary in length and structure.</li> <li>Ideas are only occasionally connected using transition words and phrases.</li> </ul>	<ul style="list-style-type: none"> <li>Some spelling errors may impede understanding.</li> <li>Errors in usage or grammar may impede understanding at times.</li> <li>Errors in punctuation may impede understanding at times.</li> <li>Errors in capitalization may intrude on understanding.</li> </ul>
<ul style="list-style-type: none"> <li>Writer's voice is generally inconsistent and often insincere.</li> <li>Writer's voice is sometimes inappropriate to the subject matter, but often not.</li> <li>Writer's voice is sometimes inappropriate to the intended audience of the report.</li> <li>The report's tone demonstrates very little understanding of the research subject.</li> </ul>	<ul style="list-style-type: none"> <li>Word choices are generally not precise or accurate.</li> <li>Descriptive phrasing is rarely used.</li> <li>Sentences and paragraphs may not flow together.</li> <li>Sentences rarely vary in length and structure.</li> <li>Ideas are rarely connected using transition words and phrases.</li> </ul>	<ul style="list-style-type: none"> <li>Spelling errors impede understanding.</li> <li>The report contains numerous errors in usage or grammar.</li> <li>Errors in punctuation often impede understanding.</li> <li>The report contains numerous errors in capitalization.</li> </ul>
<ul style="list-style-type: none"> <li>Writer's voice is not consistent or sincere.</li> <li>Writer's voice is not appropriate to the subject matter.</li> <li>Writer's voice is not appropriate for the audience.</li> <li>The report's tone demonstrates no understanding of the research subject.</li> </ul>	<ul style="list-style-type: none"> <li>Word choices are haphazard and inappropriate.</li> <li>Descriptive phrasing is not used.</li> <li>Sentences and paragraphs do not flow together.</li> <li>Sentences do not vary in length and structure.</li> <li>Ideas are not connected using transition words and phrases.</li> </ul>	<ul style="list-style-type: none"> <li>Numerous spelling errors prevent understanding.</li> <li>Numerous errors in usage or grammar impede understanding.</li> <li>Numerous errors in punctuation impede understanding.</li> <li>Numerous errors in capitalization impede understanding.</li> </ul>