

GRA4900 Writing Assignment Rubric

Category Content:	Exceptional 45-50 points	Effective 35-45 points	Acceptable 20-35 points	Unsatisfactory 0-20 points	Assignment not submitted 0 points	Student Score
	Student essay contained required info and analysis was excellent; extra material added. Students provided 3 or more very good sources.	Student answered most of the required info and his/her analysis was good.	Did not provide some of the required info. Research & analysis was limited and/or incomplete.	Student did not answer assignment's required questions..	Student did not complete the assignment.	
Category: Visuals Provided & Professional Presentation (appropriate fonts, file format, etc.) 30 points	Exceptional 20-25 points	Effective 15-20 points	Acceptable 7-15 points	Unsatisfactory 0-6 points	Assignment not submitted 0 points	
	Student provided visuals as requested per the assignment sheet and very clearly linked the visuals to the text. The deadline was met and assignment had a very professional presentation.	Student provided visuals as requested per the assignment and linked them to the text. The deadline was met and assignment's presentation was professional.	Student provided a visual but it was poorly linked to the text. The initial deadline was not met and/or the assignment's presentation needed work.	Student did not provide a visual and/or it was not linked to the text. Initial deadline was not met and/or the assignment's presentation did not follow professor's instructions.	Student did not complete the assignment.	
Category: Grammar & Organization of Text/ Proofreading	Exceptional 20-25 points	Effective 15-20 points	Acceptable 7-15 points	Unsatisfactory 0-6 points	Assignment not submitted 0 points	
	Assignment is well written. Information is very well organized. The writing is flawless, with no misspellings.	Assignment has very few grammar and punctuation errors. Information is well organized.	Assignment contains some grammar and punctuation errors. Writing is unclear and information is not presented in a logical order. Student needs to improve citations.	Assignment contains many grammar and punctuation errors. Organization of the information is poor. The language is directly from the sources cited or the source is not cited correctly.	Student did not complete the assignment.	

Student/ Report Topic _____ Date: _____ Total Points: _____

Comments: