

Electronic Writing Portfolio Suggested Assessment Rubric

Faculty Rating	4.0	3.5	3.0	2.5	2.0	1.5	1
	Superior	Satisfactory	Needs Improvement	Unsatisfactory			
Content	<ul style="list-style-type: none"> ▪ Fully responds to all criteria of the assignment ▪ Clearly identifies and fully develops all ideas/themes ▪ Provides logical, valid and specific details and support ▪ Effectively uses all relevant information, including outside sources ▪ Draws clear and appropriate conclusions 	<ul style="list-style-type: none"> ▪ Sufficiently responds to most criteria of the assignment ▪ Identifies and develops main ideas/themes, but some may lack clarity or depth ▪ Generally provides logical and valid details and support ▪ Effectively uses most relevant information, including outside sources ▪ For the most part, draws clear and appropriate conclusions 	<ul style="list-style-type: none"> ▪ Does not respond or incompletely responds to some criteria of the assignment ▪ Does not identify or develop some main ideas/themes ▪ Provides support but may not be logical or valid; some details may be missing ▪ Frequently omits relevant information; outside sources may be inappropriate or missing ▪ Draws mostly unclear or inappropriate conclusions 	<ul style="list-style-type: none"> ▪ Does not respond to most criteria of the assignment ▪ Does not identify or develop most ideas/themes ▪ Provides few details and little support or support that is illogical or invalid ▪ Omits relevant information; outside sources inappropriate or missing ▪ Draws unclear/inappropriate conclusions or omits conclusions entirely 			
Organization	<ul style="list-style-type: none"> ▪ Clearly and consistently organizes ideas ▪ Maintains consistent focus and sense of purpose ▪ Effectively structures and orders paragraphs ▪ Links ideas with smooth and effective transitions 	<ul style="list-style-type: none"> ▪ Consistently organizes ideas, but structure may be formulaic or unsophisticated ▪ Generally maintains focus ▪ For the most part, effectively structures and orders paragraphs ▪ For the most part, effectively links ideas, but transitions may be unclear or ineffective 	<ul style="list-style-type: none"> ▪ Frequently does not organize ideas; structure is formulaic or unsophisticated ▪ Sometimes lacks focus or sense of purpose ▪ Often does not structure or order paragraphs ▪ Links some ideas, but transitions are missing or unclear 	<ul style="list-style-type: none"> ▪ Does not organize ideas ▪ Conveys little or no focus or sense of purpose ▪ For the most part, does not structure or order paragraphs ▪ Does not link ideas 			
Style	<ul style="list-style-type: none"> ▪ Shows clear awareness of purpose and audience ▪ Uses sophisticated and varied sentence structure ▪ Uses vocabulary and style that are appropriate to the audience 	<ul style="list-style-type: none"> ▪ For the most part, shows awareness of purpose and audience ▪ Uses effective and varied sentence structure ▪ Uses vocabulary and style that are mostly appropriate to the audience; some words may be used incorrectly 	<ul style="list-style-type: none"> ▪ Is inconsistent in showing awareness of purpose and audience ▪ Uses little variety in sentence structure; some syntax errors may be present ▪ Uses vocabulary or style that are frequently inappropriate to the audience; words are often used incorrectly 	<ul style="list-style-type: none"> ▪ Shows little awareness of purpose and audience ▪ Uses no variety in sentence structure; syntax errors frequently present ▪ Uses vocabulary or style that are inappropriate to the audience; words are consistently used incorrectly 			
Mechanics	<ul style="list-style-type: none"> ▪ Makes virtually no grammar, punctuation, or spelling errors ▪ Uses correct citation format to document references and sources 	<ul style="list-style-type: none"> ▪ Makes few grammar, punctuation, or spelling errors; these are not distracting to the reader ▪ Identifies and documents most sources appropriately 	<ul style="list-style-type: none"> ▪ Makes occasional grammar, punctuation, or spelling errors; these may be distracting to the reader ▪ Sometimes uses correct citation format to document references and sources 	<ul style="list-style-type: none"> ▪ Makes frequent grammar, punctuation, or spelling errors; these are distracting to the reader ▪ Uses incorrect or no citation format to document references and sources 			

Adopted Spring 2008; developed through the University's faculty participative shared governance processes.