

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

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