



Content/Ideas	Organization	
Voice	Word Choice	
Fluency	Conventions	
Presentation	Mode of Cumulative Record	

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Category	4	3	2	1
Content and Ideas	Exceptionally clear, focused, engaging, strong supporting detail, plan meticulously followed	Main idea evident, some supporting detail, planning evident	Topic, Audience, and purpose may be unclear and cluttered by irrelevant details, plan evident but not necessarily followed	Lacks a central topic and/or audience; development is limited or non- existent; poor or no planning evident
Organization Structure Introduction Conclusion	Effectively organized in a logical and creative manner; creative and engaging introduction and conclusion	Organization is appropriate but conventional; attempts introduction and conclusion.	Lacks structure, disorganized, or hard to follow; weak introduction and conclusion.	Lack of coherence, confusing to audience; no identifiable introduction or conclusion.
Voice Personality Sense of Audience	Expressive, engaging, sincere; strong sense of audience; shows emotion, humor, honesty, suspense, or understanding of life at their age level	Sense of audience is evident; purpose clear; writer is attempting to shine through the words chosen though inconsistent and/or dull	Voice may be inappropriate or non-existent; writing is mechanical	Writing is lifeless; no hint of writer
Word Choice Precision Effectiveness Imagery	Precise, carefully chosen words that are strong, fresh and vivid	Descriptive language that is functional, appropriate, though may appear over done	Words may be correct but mundane or repetitive; appears to have no deliberate choice of words or they are inappropriate	Limited range of vocabulary usage; vocabulary misused
Sentence Fluency	High degree of craftsmanship; effective variation in sentence structure/patterns	Easy flow and rhythm, good variety of sentence length may be lacking at times; generally in control	Sometimes awkward construction; similar patterns begin and end sentences and thoughts	Difficult to read or follow; disjointed and/or confusing
Conventions	Exceptionally strong control of standard English writing conventions for the grade-level	Control of most standard English writing conventions for the grade-level with occasional errors	Limited control of standard English grade-level writing conventions; frequent errors that do not interfere with meaning	No control of standard English grade-level writing conventions; errors distract from the reading