

Name: _____

Date: _____

"How to" Writing Rubric

	4 points	3 points	2 points	1 point
Structure	The paragraph contains an introduction, correct sequencing (time order words), and a conclusion.	The paragraph is missing one part of complete structure.	The paragraph is not sequenced correctly and/or is missing two parts of complete structure.	The paragraph is not sequenced correctly and/or
Sentences	There are at least 6 complete sentences.	There are 5 complete sentences and/or sentence fragments.	There are 3-4 complete sentences and/or several sentence fragments.	There are numerous fragments and/or run-on sentences.
Grammar	There are no errors in grammar.	There is 1 grammatical error.	There are 2 grammatical errors.	There are 3 or more grammatical errors.
Spelling	There are no spelling errors.	The paragraph contains 1-2 spelling errors.	The paragraph contains 3 spelling errors.	The are more than 3 spelling errors.
Capitalization and Punctuation	The paragraph is correctly punctuated and there are no capitalization errors.	There are 1-2 errors in capitalization and/or punctuation.	There are 3-4 errors in capitalization and/or punctuation.	There are more than 4 errors in capitalization and/or punctuation.
Organization	The paragraph is organized and makes sense.	The paragraph is mostly organized.	The paragraph has many errors.	The paragraph is poorly organized and does not make sense.
Handwriting	Writing is clear and legible.	Writing is mostly legible.	Many areas are messy and difficult to read.	Paragraph is sloppy and difficult to read.

Turned in: _____ on time (4 points) _____ late (2 points)

Total points: _____/32 points

Final grade: _____

Self Checklist

Name: _____

- There are at least six sentences.
- All sentences begin with a capital letter.
- All sentences end with a punctuation mark.
- I have an introduction.
- My steps are told in sequence.
- I used time order words with each step.
- I have a conclusion.
- I wrote neatly.

Peer Checklist

Author: _____

Editor: _____

- The paragraph has at least 6 sentences.
- All sentences begin with a capital letter.
- All sentences end with a punctuation mark.
- The paragraph has an introduction.
- The process is told in sequence.
- The paragraph includes time order words.
- There is a comma after each time order word.
- The paragraph has a conclusion.
- The paragraph is written neatly.

Peer Checklist

Author: _____

Editor: _____

- The paragraph has at least 6 sentences.
- All sentences begin with a capital letter.
- All sentences end with a punctuation mark.
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