Writing Rubric ✍ College of Science ✍ Purdue University

Student Name: [   ]   Course/Context: [   ]   ○ First Draft

Evaluator: [   ]   Date: [   ]   ○ Final Draft

| Criteria[1] | --Level-- | | | |
	Beginning 1	Developing 2	Proficient 3	Mastery 4
A. Content Importance of topic, relevance, accuracy of facts, overall treatment of topic	Report topic lacks relevance or focus; presentation contains multiple fact errors ○	Topic would benefit from more focus; presentation contains some fact errors or omissions ○	Topic is adequately focused and relevant; major facts are accurate and generally complete ○	Topic is tightly focused and relevant; presentation contains accurate information with no fact errors ○
B. Appropriateness Tone, style and word selection are targeted to audience	Text does not follow report style; poor phrasing or word selection ○	Text does not follow report style throughout; phrasing or word selection could be improved ○	Most text is presented in appropriate tone and style; adequate word selection and phrasing throughout ○	Text is written in appropriate tone and style; proper word selection and phrasing throughout ○
C. Organization/Clarity Logical ordering of ideas, transitions between paragraphs, coherence, conciseness	Ideas are not presented in proper order; text lacks transitions between major ideas; text is wordy or unclear ○	Some ideas are not presented in proper order; paragraph transitions needed in places; some text is wordy or unclear ○	Most ideas are in logical order with adequate transitions between most paragraphs; text is generally clear and readable ○	Ideas are presented in logical order with effective transitions between paragraphs; text is clear and concise ○
D. Completeness Level of detail, depth, development of ideas, appropriate length	Text does not provide adequate depth; important details or ideas are omitted; unclear or undeveloped; report is too short ○	Additional depth needed in places; important details or ideas sometimes omitted or not fully developed; report may be short ○	Text provides adequate depth; few needed details or ideas are omitted; major ideas adequately developed; report is proper length ○	Text provides good depth and detail; ideas will developed; facts have adequate backgrounding; report is within specified length ○
E. Grammar/Mechanics Correct usage, spelling, proper sentence/paragraph structure, follows accepted format conventions	Text contains several spelling, grammar or punctuation errors; sentences are incomplete; report does not contain required sections ○	Text may contain some spelling, grammar, punctuation or sentence errors; report contains most required sections ○	Text has no serious spelling, grammar or punctuation errors; sentences are mostly complete; report contains required sections ○	Text contains no spelling, grammar or punctuation errors; sentences are readable and complete; report contains required sections ○
F. Documentation Proper use of citations, support for major ideas, use of visual aids	Little or no support provided for major ideas; citations and/or visual aids are missing, old or inadequate ○	Some major ideas need additional support; visual aids and/or some citations contain errors or need work ○	Most major ideas are supported by citations and adequate visual aids; most citations are current and used properly ○	Major ideas are supported by citations and effective visual aids; citations are current and used properly ○
G. Creativity Original topic, unique or original presentation of ideas	Report provides no new or original ideas; approach lacks creativity ○	Report contains some original ideas or attempts to use an original or innovative approach ○	Report may address a unique or original topic; creative effort is evident and could be successful with minimal editing ○	Report addresses a unique or original topic; innovative approach is used it introduction or other sections ○

[1]Evaluation standards may be based on disciplinary frameworks and defined at program level.