|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Aspect | Not Yet Meeting (2) | Minimally Meets (3) | Fully Meets Expectations (4) | Exceeds Expectations (5) |
| Snapshot | *The writing is often fragmented: it may be long and rambling or too brief to accomplish the purpose* | *The writing presents connect ideas that accomplish the basic purpose or task.* | *The writing is clear, complete, and accomplishes the purpose or task; it flows smoothly.* | The writing is clear and fully developed; it accomplishes the purpose and creates desired impact. |
| Meaning | * Purpose is unclear; focus is not sustained * Often confusing * Examples and details are not relevant; often too general or simplistic * Information is incomplete; may be inaccurate | * Purpose clear; focus may waver * Some relevant details and examples * Some accurate information, may be incomplete or poorly integrated | * Purpose is clear; consistent focus * Logically developed with relevant details and examples * Accurate and complete information; well integrated | * Tightly focused; purpose is well defined * Vivid and relevant details and examples; may show originality * Accurate and complete information; skillfully integrated * Originality and a strong voice |
| Style | * Language is repetitive, general, and often unclear or inappropriate * Simple, repetitive sentences, or flawed | * Language is clear and varied; some technical terms * Some variety in sentences | * Varied language; fits purpose; uses appropriate terminology * Varies sentences appropriately | * Precise; may use sophisticate technical language * Effective variety of sentences |
| Conventions | * Frequent, repeated errors in basic language * Resembles a rough draft; errors are not corrected | * Some errors, but meaning is clear * Some evidence of editing and proofreading | * May have occasional errors * Carefully edited and proofread | * May make occasional errors when taking risks * Effectively edited and proofread |