Checklist for Senior Paper

Name _____ Block _____

Subject of Paper _____

Assignment	**Rough Only/ Unacceptable**	**Acceptable Final**	**Exceptional Final**
Cover Design – Quote and Attribution Illustrated	/20	/20	/20
Resumé – Picture required Appropriate punctuation of titles	/20	/20	/20
Business Card	/10	/10	/10
Letterhead	/10	/10	/10
Personal Alphabet – Spelling	/20	/20	/20
Personal Metaphors – Explanations	/20	/20	/20
*Documented Essay – Appropriate heading, title, paragraph format, and parenthetical documentation	/100	/100	/100
Bibliography – MLA Style	/50	/50	/50
Total Points	**/250**		

Genre _____ Number of Works Read _____

Comments:

***Any paper which is predominantly a biographical report, rather than an analytical essay about the writer's work cannot receive a passing grade for the documented "essay."**

Rubric for Research Papers

D - Novice	C - Intermediate	B - Proficient	A - Distinguished
• Weak introduction	• Introduction is evident	• Introduction is well written & interesting	• Introduction is unique and effective
• No appropriate thesis statement	• Weak thesis	• Appropriate thesis evident	• Focused, well developed thesis
• Minimal idea development, limited and/or unrelated details	• Unelaborated idea development; unelaborated details	• Idea development supported by relevant details	• Complexity of ideas supported by pertinent details; evidence of analysis and insight
• Few references	• Some references	• Use of references shows ample research	• Use of references shows solid research
• Incorrect or lack of topic sentences; poor sentence structure	• Simplistic and/or awkward sentence structure	• Controlled and varied sentence structure	• Variety of sentence structure and length
• Incorrect and/or ineffective language use	• Simplistic and/or imprecise language	• Acceptable, effective language	• Precise, rich language
• Errors in grammar and format (e.g., spelling, punctuation, capitalization, headings)	• Some errors in grammar and/or format that do not interfere with communication	• Few errors in grammar or format relative to length and complexity	• Control of format features, grammar and punctuation, etc.
• Random or weak organization	• Lapses in focus and/or coherence	• Logical organization	• Suitable organization
• Conclusion is weak or nonexistent	• Conclusion is adequate	• Conclusion appropriate and well-written	• Conclusion is convincing
• Limited awareness of audience and/or purpose.	• Attempts to establish and maintain purpose and communicate.	• Focused purpose; evidence of voice and/or suitable tone.	• Maintains clear focus; evidence of distinctive and appropriate tone.
• Writer's voice not evident	• Writer's voice weak	• Writer's voice is evident	• Writer's voice evident throughout
• MLA format is not followed	• MLA format used in part of paper	• MLA format used	• MLA format is perfect
• Length requirement not met	• Close to length requirement	• Length requirement met	• Length requirement met or exceeded