

1	Ability to follow instructions: Work fits specifications exactly	Ability to follow instructions: Work almost fits specifications exactly, deviations are minor	Ability to follow instructions: Work fits most specifications	Ability to follow instructions: Work ignores some (or many) specifications
2	Content: Title accurately reflects content and is succinct	Content: Title is acceptable	Content: Title is acceptable, but could be modified to better reflect content; could be more succinct	Content: Title does not relate to content
3	Content: Organization is clear and focused on topic; Information is substantive and accurate	Content: Organization is better than average, but could be clearer and more focused on topic; Information is adequate in terms of substance and accuracy	Content: Organization is satisfactory, but needs work, especially with respect to: clarity and focus; Information needs work re: substance and accuracy	Content: Organization is below average; I suggest you go to the Writing Center for help, especially with respect to: clarity and focus and providing information that is substantive and accurate
4	Documentation: Sources are accurate, current, and relevant; All sources cited in paper are included in "References"; APA format is accurate	Documentation: Sources are generally accurate, current, and relevant; All sources cited in paper are included in "References"; APA format is generally accurate	Documentation: Sources (some) are outdated given the topic; Relevant sources are available, but were not cited; Some sources cited in paper were not included in "References"; APA format is loosely followed	Documentation: Sources are inadequate and/or do not fulfill minimum requirements (generally outdated, provide little or no objective support, are too few, or not directly related to topic)
5	Writing skills: Transitions are smooth; Grammar is excellent, punctuation is accurate and sentence structure is excellent	Writing skills: Writing is better than average, but transitions, grammar, punctuation, and/or sentence structure need some work	Writing skills: Writing is satisfactory, but can be improved, especially re: transitions, grammar, punctuation, sentence structure	Writing skills: Writing is below average; I suggest you visit the Writing Center for help.
6	Written presentation: All components of presentation are exceptionally neat and professional- looking; No typos or misspellings; Good job proofreading	Written presentation: Most components of presentation are neat and professional-looking; Several misspellings or typographical errors	Written presentation: Certain components of presentation are sloppy and nonprofessional-looking; Watch misspellings or typographical errors	Written presentation: Many components of presentation are sloppy and nonprofessional-looking; Excessive misspellings or typographical errors, therefore this paper is not acceptable (see syllabus)