



Works Cited Page Rubric

Teacher Name: _____

Student Name: _____

CATEGORY	4	3	2	1
Title of Page	Works Cited title is centered at the top of the page.	Works Cited title is not centered or another title is used.	The page has no title.	Citations are put on the last page of the report.
Alphabetical Order of Citations	All citations are in alphabetical order by the first word of the citation (excluding articles).	Most citations are in correct alphabetical order by the first word of the citation (excluding articles).	Some citations are in correct alphabetical order by the first word of the citation (excluding articles).	There does not appear to be an attempt to put citations in correct alphabetical order by the first word of the citation (excluding articles).
Indentation of Lines	All of the citations begin at the left margin with following line indented five spaces.	Most of the citations begin at the left margin with following line indented five spaces.	Citation indentation is reversed, with the first line indented and following lines at the left margin.	There is no indenting of any lines of the citations.
Completeness of Citations	All citations have all the required elements.	Most citations have all required elements.	Some citations have all the required elements.	None of the citations have all the required elements.
Order of Elements of the Citation	All of the citations have the required elements in the proper order.	Most of the citations have the required elements in the proper order.	Some of the citations have the required elements in the proper order.	None of the citations have the required elements in the proper order.
Punctuation	All of the citations contain the proper punctuation.	Most of the citations contain the proper punctuation.	Some of the citations contain the proper punctuation.	None of the citations contain the proper punctuation.

Nomen:

Hora:

OUTLINE RUBRIC

CATEGORY	4	3	2	1
Roman Numerals	Introduction, 2 main ideas and conclusion are outlined properly with Roman numerals. Letters are used for supporting details.	One of the following Roman numerals are missing: Introduction, 2 main ideas and conclusion. The outline is missing some letters for supporting details.	Two of the following Roman numerals are missing: Introduction, 2 main ideas and conclusion. The outline is missing many letters for supporting details.	Three of the Roman numerals are missing or none are present at all. The outline uses no letters for supporting details and its difficult to determine where the details are.
Indentation	The outline is properly indented to show organization of ideas.	The outline is indented to some extent to show organization of ideas.	The outline mostly lacks proper indentation to show organization of ideas.	The outline is not indented at all.
Main ideas & details	The outline has 2 or more main ideas. For each main idea, there is 2 or more details.	The outline has 2 main ideas. For each main idea there is 1 or 2 details.	The outline has only 1 main idea with 1 or 2 details.	The outline has no structured main idea with only random details relating to the topic.
Sequencing & logic	Details are placed in a logical order. All the main ideas and details are relevant to the topic.	Details are placed in somewhat of a logical order. Most of the main ideas and details are relevant to the topic.	Some details are not in a logical or expected order. The outline does not prevent confusion or largely help organize the data.	Many details are not in a logical or expected order. There is little sense that the writing is organized.
Content Format	Content is appropriate for each heading and written in a way that supports completing the paper.	Content is not always consistent with the headings and written in a way that mostly supports completing the paper.	Content is somewhat consistent with the headings and written in a way that somewhat supports completing the paper.	Content is not consistent with the headings and is not written in a way that supports completing the paper.
Neatness	Paper is neatly hand-written. It is clean, not wrinkled and is easy to read with no distracting error corrections. It was done with pride.	Paper is hand-written. It is clean, not wrinkled and is easy to read with only minor distracting error corrections. It was done with care.	Paper is hand-written, crumpled or slightly stained. It may have 1-2 distracting error corrections. It was done with some care.	Paper is hand-written and is extremely messy. It may have several distracting error corrections. It looks like it was done in a hurry or not treated with respect.

Total points: _____

Total x 2: _____

Total Outline points: _____

Total Note taking/presentation points: _____

Grade: _____



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Completeness of Citations	All citations have all the required elements.	Most citations have all required elements.	Some citations have all the required elements.	None of the citations have all the required elements.
Order of Elements of the Citation	All of the citations have the required elements in the proper order.	Most of the citations have the required elements in the proper order.	Some of the citations have the required elements in the proper order.	None of the citations have the required elements in the proper order.
Punctuation	All of the citations contain the proper punctuation.	Most of the citations contain the proper punctuation.	Some of the citations contain the proper punctuation.	None of the citations contain the proper punctuation.

Note Taking Rubric

Name _____
Bell _____

CATEGORY	5	4	3	2	1
Bibliography	Bibliography information is complete for all sources. Student used correct number of sources.	Bibliography information is missing some information on one or more sources.	Bibliography is missing 2-3 pieces of information on one or more sources.	Bibliography attempted but missing lots of information. Student did not use correct number of sources.	No bibliographies provided.
Paraphrasing	Student used his/her own words and sentence structure.	Student mostly used his/her own words and sentence structure. A few sentences seem copied.	The student copies many of the words and/or sentences. Only a few words are changed.	The student copies most of the information and is in danger of plagiarism.	0 -Plagiarism
Short phrases	Student uses all short phrases and leaves out little words like "a" and "the". Student uses bullets or outlining.	Student uses a few short phrases but mostly complete sentences. May use bullets or outlining.	Student uses mostly complete sentences with some phrases. May use bullets.	Student uses all complete sentences. No attempt at short phrases.	Minimal information is written.
Information	Lots of information is recorded with many details. Answers are provided for all the topics.	Much information is recorded. Answers are provided for most of the topics.	Not much information is recorded. Answers are provided for some of the topics.	Few notes are taken. Answers are provided for few of the topics.	Very incomplete.
Page numbers	Page numbers are recorded for all notes.	Page numbers are recorded for most of the notes.	A few page number are recorded.	Page numbers are incorrect.	No page numbers.

Total Points: _____
Total x 4 = _____
Grade: _____

NOTE TAKING and PRESENTATION RUBRIC

CATEGORY	5	4	3	2	1
Bibliography	Bibliography information is complete for all sources. Student used correct number of sources.	Bibliography information is missing some information on one or more sources.	Bibliography information is missing 2/3 pieces of info on one or more sources.	Bibliography attempted but missing lots of information. Student did not use correct number of sources.	Bibliography not provided.
Paraphrasing	Student used own words & sentence structure.	Student mostly used own words & sentence structure. A few sentences seem copied.	Student copies many of the words &/or sentences. Only a few words are changed.	Student copies most of the information & is in danger of plagiarism.	Plagiarism/0
Short Phrases	Student uses all short phrases & leaves out little words like "a" or "the". Student uses bullets or outlining.	Student uses a few short phrases but mostly complete sentences. May use bullets or outlining.	Student uses mostly complete sentences with some phrases. May use bullets.	Student uses all complete sentences. No attempt at short phrases.	Minimal info is written.
Information	Answers are provided for all topics. Lots of information is recorded with many details.	Answers are provided for most of topics. Much info is recorded.	Answers are provided for some of topics. Not much info is recorded.	Answers are provided for few of topics. Few notes are taken.	Very incomplete.
Presentation	Makes eye contact regularly. Clearly by all. Does not wiggle.	Makes eye contact. Can be heard most students. Slight movement.	Makes eye contact. Students in rear cannot hear. Wiggles at times.	Rarely looks up. All students hearing. Much movement.	No eye contact. Not heard. Constant movement.

Total points: _____
 Total x 2: _____