

Written Presentation Rubric

Course: _____ Team Members: _____

Date: _____ Evaluator: _____ Overall score: _____/25

Objective	5 High Proficiency	4 Proficiency	3 Some Proficiency	2 No/Limited Proficiency	Score
Clarity	Thesis and purpose are clear to the reader; closely match the writing task.	Thesis and purpose are fairly clear and match the writing task.	Thesis and purpose are somewhat vague OR only loosely related to the writing task.	Reader cannot determine thesis & purpose OR thesis has no relation to the writing task.	
Organization	Fully & imaginatively supports thesis & purpose. Sequence of ideas is effective. Transitions are effective.	Organization supports thesis & purpose. Transitions are mostly appropriate. Sequence of ideas could be improved.	Some signs of logical organization. May have abrupt or illogical shifts & ineffective flow of ideas.	Unclear organization OR organizational plan is inappropriate to thesis. No transitions.	
Support/Reasoning (ideas, details)	Uses sources to support, extend, and inform, but not substitute writer's own development of idea. Combines material from a variety of sources, including personal observation, scientific data, and authoritative testimony. Doesn't overuse quotes.	Uses sources to support, extend, and inform, but not substitute writer's own development of idea. Doesn't overuse quotes, but may not always conform to required style manual.	Uses relevant sources but lacks in variety of sources and/or the skillful combination of sources. Quotations & paraphrases may be too long and/or inconsistently referenced.	Neglects important sources. Overuse of quotations or paraphrase to substitute writer's own ideas. (Possibly uses source material without acknowledgment.)	
Writing conventions/grammar/spelling/usage/punctuation.	Essentially error free. Evidence of superior control of diction.	Mechanical and usage errors that do not interfere with meaning.	Repeated weaknesses in mechanics and usage. Pattern of flaws.	Mechanical & usage errors so severe that writer's ideas are hidden.	
Presentation	Essay looks neat, crisp, and professional. Use of tables, graphics, pictures to enhance presentation.	Essay looks neat but violates one or two formatting rules. Some use of tables, graphs but marginally enhance presentation.	Essay looks fairly neat but violates some formatting rules. No use of visual aids to enhance presentation.	Essay looks untidy and does not follow basic formatting rules (e.g. margins, headers & footers).	