

## YEARBOOK WRITING RUBRIC

Deadline # \_\_\_\_\_ Name \_\_\_\_\_

		O	1	2	3	4	PTS	
<b>LEAD</b>	KEY THOUGHT	No key thought		Did not appear in the first seven words		Key thought is in the first seven words		
	NUMBER OF WORDS	Information is incomplete		More than 35 words; too much information		35 words or less; information is complete		
	NUMBER OF SENTENCES	Incomplete/run-on sentence		More than one sentence		One sentence		
<b>BODY</b>	AP STYLE	5 errors	3	2 errors	1	No errors		
	SPELLING	5 errors	3	2 errors	1	No errors		
	PUNCTUATION	5 errors	3	2 errors	1	No errors		
	GRAMMAR	5 errors	3	2 errors	1	No errors		
	ORGANIZATION	Facts are confusing and in no particular order		Some facts are out of order		Facts are presented in descending order of importance		
	TRANSITIONS	No transitions used; writing is choppy		Writing is somewhat choppy		Writing flows easily		
	<b>INFO GATHERING</b>	PRIMARY SOURCE #1	It is apparent no interview was conducted		Interview techniques obvious		Sources used to support the story	
PRIMARY SOURCE #2		No interview was conducted		Interview techniques obvious; i.e. "when asked" is used		Source is used to support the story		
QUOTES		Incorrectly punctuated					All quotations are correctly punctuated	
		Fabricated					Collected during a legitimate interview	
		Irrelevant			Relevant but add nothing to the story		Colorful and relevant	
SECONDARY SOURCES		4 or more quotes	3	2 quotes	1	No quotes from a secondary source		
		Secondary sources not attributed		Secondary source is incorrectly attributed		Secondary source is attributed correctly		
<b>OPNION</b>		Some opinion is expressed without attribution				All opinion is expressed in a direct or indirect quote		
<b>BALANCE</b>		Only one side presented		One side favored		Both sides equally represented		
		Who? is not answered				Who? is answered		
		What? Is not answered				What? is answered		
		When? Is not answered				When? is answered		
		Where? Is not answered				Where? is answered		
		Why? is not answered				Why? is answered		
		How? is not answered				How? is answered		
<b>TRUTH</b>		Significant error in fact		Some facts are not correct		All facts are correct		
<b>TOTAL POINTS</b>								