Typical Grading for Written Work

50% Content/Development

- All key elements of the assignment are covered in a substantive way.
- Content is comprehensive, accurate, and/or persuasive.
- Major points are stated clearly, are supported by specific details, examples, or analysis and are organized clearly.
- Where appropriate, the paper supports major points with theory relevant to development of the ideas, and uses the vocabulary of the theory correctly.
- There is integration of theory and practice whereby the writer is able to link theories to practical experience.
- Research is adequate and timely for the topic.
- The context and purpose of the writing is clear.

20% Organization

- The structure of the paper is clear and easy to follow.
- The paper’s organization emphasizes the central theme or purpose and is directed.
- Paragraph transitions are present and logical, and maintain the flow of thought throughout the paper.
- The conclusion is logical and flows from the body of the paper.
- The conclusion reviews the major points toward the appropriate audience.
- Ideas flow in a logical sequence.
- The introduction provides sufficient background on the topic and previews major points.

10% Format

- The paper, including citations and the reference page, follows designated guidelines for format.
- The paper is laid out effectively and uses reader-friendly aids (e.g., sections, summaries, tables of contents, indices, appendices, etc.) when appropriate.
- The paper utilizes references appropriately.
- Headings, the use of Italics, etc. aid the readability of the paper and are not overdone.
- The paper is neat, with attention given to format requirements.
- Original work.

10% Grammar/Punctuation/Spelling

- Rules of grammar, usage, and punctuation are followed.
- Spelling is correct—USE THE SPELL CHECKER!

10% Readability/Style

- Sentences are complete and clear.
- Sentences are well constructed with consistently strong, varied structure.
- Sentence transitions are present and maintain the flow of thought.
- Words are precise and unambiguous.
- The tone is appropriate to the content and assignment.

All assignments are due during the class for which they are assigned. Late assignments will be reduced one letter grade and assignments that are over 7 days late will not be accepted.

No assignments will be accepted after the last day of class.