

**University of Puerto Rico at Aguadilla
 Teachers' Preparation Program**

Writing Report Rubric

Name: _____

Date: _____

Professor: _____

Course: _____

Section: _____

		TOTAL:					
I. Content		Value: 55 points					
		Subtotal:					
1.	Includes introductory information which is highly purposeful with a clear statement and the writer's purpose.	5	2	0			
2.	Exposes the problem or topic with excellent analytical originality.	5	2	0			
3.	Exhibits a logical and coherent structure; it includes an introduction, body, and conclusion.	5	2	0			
4.	Includes a topic statement in each paragraph with supporting details.	5	2	0			
5.	Provides unity since all ideas in the paragraphs are connected logically to the main thesis idea or objective.	5	2	0			
6.	Uses a variety of rhetorical modes such as narration, description, cause and effect relations, and analogies, metaphors, definitions, and references to real life experiences.	5	2	0			
7.	Uses specific and pertinent data along with examples and evidence.	5	2	0			
8.	Uses quotes and references effectively and they are conventionally documented according to academic style required.	5	2	0			
9.	Expresses unbiased opinions documenting them with relevant and appropriate information.	5	2	0			
10.	Shows a respectful and ethical attitude towards the topic exposed.	5	2	0			
11.	Produces a final product which is both varied and original in terms of unique ideas.	5	2	0			
II. Syntax and Structure		Value: 30 points					
		Subtotal:					
1.	Writes well-constructed sentences with varied structure.						
2.	Demonstrates full knowledge of accent rules.	5	4	3	2	1	0
3.	Uses capitalization rules effectively.						
4.	Uses punctuation rules correctly.	5	4	3	2	1	0
5.	Avoids misspellings and word process mistakes consistently.	5	4	3	2	1	0
6.	Uses vocabulary and specialized terms in an appropriate context.	5	4	3	2	1	0

III. Format	Value: 20 points	Subtotal:		
1. Presents a neat and attractive final product.	5	2	0	
2. Shows an appropriate layout that conforms to the reader's expectations: margins and line spacing are adequate; headings and subheadings, lists, and bullets are included.	5	2	0	
3. Includes appropriate visuals to illustrate and complement the content: tables, charts, graphs, images, and/or photos.	5	2	0	
4. Includes a list of sources consulted using the manuscript format required.	5	2	0	

Instructions: For the maximum score, you must comply with all explicit and implicit specifications in each indicator. The score will be assigned in accordance with the following rate scales or criterion:

I. Content

5 Complies with all the elements required by the criterion.

2 Complies partially with the elements required by the criterion.

0 Does not comply with the elements required by the criterion.

II. Syntax and Structure

5 One mistake
4 Two mistakes

3 Three mistakes
2 Four mistakes
1 Five mistakes
0 Six or more mistakes

III. Format

5 Complies with all the elements required by the criterion.

2 Complies partially with elements required by the criterion.

0 Does not comply with the elements required by the criterion.

Reference:

Rivera Rubero, Pura A. (2005). *Avalúo de la competencia comunicativa: Actividades y rúbricas*. Publicaciones Puertorriqueñas.

Revised by: Dr. Sandra Pérez, Prof. María de los Ángeles Ortiz, Prof. Iris Sosa, and Prof. Sigrid Sánchez
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