

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

**Writing Report Rubric**

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Professor: \_\_\_\_\_

Course: \_\_\_\_\_

Section: \_\_\_\_\_

		TOTAL:					
<b>I. Content</b>	<b>Value: 55 points</b>	<b>Subtotal:</b>					
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			
<b>II. Syntax and Structure</b>	<b>Value: 30 points</b>	<b>Subtotal:</b>					
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

<b>III. Format</b>	<b>Value: 20 points</b>	<b>Subtotal:</b>		
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  
September 11, 2008

Translated by: Prof. Gladys Cruz