10.02 Technical Writing Rubric

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|  | **Excellent** | **Good** | **Needs Improvement** | **Poor** | **Comment / Score** |
| **Focus**  [CCSS.ELA-LITERACY.CCRA.W.3](http://www.corestandards.org/ELA-Literacy/CCRA/W/3/) | The writer addresses the topic clearly and responds effectively to all aspects of the task. The vocabulary is clearly appropriate for the audience and purpose.  **(5 points)** | The writer addresses the topic, but may respond to some aspects of the task more effectively than others. The vocabulary is generally appropriate for the audience and purpose.  **(4 points)** | The writer indicates confusion about the topic or neglects important aspects of the task. The vocabulary use is uneven or somewhat ineffective for the audience and purpose.  **(3 points)** | The writer does not respond to the topic. The vocabulary is limited or ineffective for the audience and purpose.  **(2 points)** |  |
| **Organization**  [CCSS.ELA-LITERACY.CCRA.W.4](http://www.corestandards.org/ELA-Literacy/CCRA/W/4/) | The essay is written in expository form and responds to the prompt in a meaningful way. The essay is organized with a clear idea, and supporting ideas are strongly related to the topic. Meaningful transitions show the relationships among ideas. The reader can easily follow the writer’s directions to use social media.  **(5 points)** | The essay is written in expository form and responds to the prompt. The writer uses organizational strategies that are appropriate. The essay is organized with a clear idea. Most supporting ideas are related to the topic. Transitions are meaningful and show connections to ideas. The reader can follow the writer’s directions to use social media.  **(4 points)** | The writer tries to write in expository form. The writing may not be clear because the ideas are not well organized. The topic is weak or difficult to understand. Most of the supporting ideas are not related to the topic, which makes the writing confusing. Weak transitions make it difficult to follow the relationships between ideas. It is difficult to follow the writer’s directions to use social media.  **(3 points)** | The essay is not written in expository form and/or it does not respond to the prompt. The writing is not organized or clear. The writer’s ideas are confusing and/or repeated and are not connected. The writer uses details that are not explained or are not connected to the other ideas. No transitions are used. It is impossible for the readers to follow the writer’s directions.  **(2 points)** |  |
| **Style**  [CCSS.ELA-LITERACY.CCRA.W.4](http://www.corestandards.org/ELA-Literacy/CCRA/W/4/) | The writer uses specific details and examples to fully develop the ideas. The writer chooses words that are precise and add to the quality of the writing. All sentences have a purpose.  **(5 points)** | The writer uses specific details to make the writing interesting. The writer chooses words that express ideas in a clear way.  **(4 points)** | The writer uses details that are not always complete or well-connected to the other ideas. The writer uses words that are either not specific or not correct and make the writing confusing.  **(3 points)** | The writer uses details and examples that are not explained or are not connected to the other ideas. The writer uses words that are not in the correct context.  **(2 points)** |  |
| **Mechanics**  [CCSS.ELA-LITERACY.CCRA.L.2](http://www.corestandards.org/ELA-Literacy/CCRA/L/2/) | Grammar and punctuation are correct, and the writing is free of spelling errors.  **(5 points)** | The writing has a few minor errors in punctuation, spelling, or grammar.  **(4 points)** | The writing has several errors in punctuation, spelling, or grammar.  **(3 points)** | Many errors make the writing confusing and hard to read.  **(2 points)** |  |
| **Total** |  |  |  |  | **\_\_\_\_\_/20 Points** |