

Assignment Checklists

Before you submit an assignment, make sure you check the following (adapt as necessary)

A. General Homework Rubric

1. Is it all done?
2. Did you show your work or explain your answers?
3. Is the paper neat? (minimal erasure marks, no excessive doodling)
4. Does the paper or assignment demonstrate good effort? (full answers, correct spelling, etc)
5. Is your name on the paper?

B. Sentence Writing Rubric

1. Is this a complete idea? (*Every sentence must contain at least a subject and a verb.*)
2. Is the punctuation correct?
3. Is the capitalization correct?
4. Are all of the parts of speech used correctly? (*Are any adjectives, adverbs, pronouns or other parts of speech in the sentence used correctly?*)
5. Does the sentence tell only one idea?
6. Are all of the words spelled correctly?
7. Is the writing readable?
8. Is the paper is neat, without excessive erasures or marked-out answers?

C. Paragraph Writing Rubric

1. Topic sentence is clear and correctly placed.
2. Mechanics are correct (i.e., punctuation, capitalization, and spelling).
3. Appropriate vocabulary and word choices
4. All sentences are proper, clear, and relate back to the topic.
5. Sentences are of varied length.
6. Correct use of words.(i.e., subject-verb agreement, correct use of pronouns, etc)
7. The writing is neat, and readable, with no marked out words or other corrections.
8. The paragraph is focused and presents a single unified idea.
9. The paragraph achieves its intended purpose.
10. The paragraph is interesting and appealing.

D. Essay Writing Rubric

1. Introduction is clear, interesting, and leads to the thesis.
2. The first paragraph contains a thesis which is stated completely, clearly, and correctly.
3. Thoughts are presented in a logical manner.
4. The paper is generally organized and easy to follow.
5. Paragraphing is done correctly.
6. Has supporting evidence with sources correctly cited.
7. Sentence structure is correct (i.e., no fragments or run-on sentences)
8. Appropriate vocabulary and word choices.
9. Mechanics -- spelling, punctuation, capitalization -- are correct.
10. Follows the specified format.

E. Math Rubric

1. All problems are completed.
2. Computations have been checked and are correct.
3. Answers are easy to find and easy to read.
4. All work is shown. (*If you know the answer, but can't show the work, try at least to explain how you arrived at the answer. Talk with your teacher about this.*)
5. Any required written explanations are clear and are readable.
6. Any necessary charts, diagrams or sketches are clear and easily found.
7. The paper is neat, without excessive erasures or marked out answers.

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