

# EMCC Writing Rubric

## Scale:

- 4: The reader is easily able to understand and/or appreciate
- 3: The reader is generally able to understand and/or appreciate
- 2: The reader is often challenged to understand and/or appreciate
- 1: The reader is seriously challenged to understand and/or appreciate

	Scale	Points	Comments
<b>Content</b>			
<p><b>Subject Matter Issues:</b> The subject matter of the document should be appropriate for the assignment, adequate to complete the assignment, and suitable for the level of the assignment.</p>	4 3 2 1 N.A.		
<p><b>Focus Issues:</b> The focus (or main idea or thesis) should be apparent to the reader, presented so as to interest the reader, and targeted to achieve the purpose of the assignment.</p>	4 3 2 1 N.A.		
<p><b>Support Issues:</b> The support should be appropriate to sustain the document's focus, carefully chosen to meet the needs of the assignment, and of sufficient quantity to carry out the development of the document.</p>	4 3 2 1 N.A.		
<b>Clarity</b>			
<p><b>Organization Issues:</b> The document should be developed in a way that shows how all material relates to the focus, shows how all development relates to other parts of the document, and provides adequate transitions to guide the reader and illustrate these relationships.</p>	4 3 2 1 N.A.		
<p><b>Language Use Issues:</b> The language of the document should aid the reader's comprehension and appreciation by using organized paragraphing, clear and correct sentences, and appropriate word choice.</p>	4 3 2 1 N.A.		
<b>Editing</b>			
<p><b>Format Issues:</b> The format of the document should aid comprehension by being clear, consistent, and appropriate for the assignment.</p>	4 3 2 1 N.A.		
<p><b>Citation Issues:</b> The citation in the document should be complete, correct, and appropriate for the assignment.</p>	4 3 2 1 N.A.		
<p><b>Mechanics Issues:</b> The document should be comprehensively edited to ensure that the spelling is correct, that punctuation is properly used, and that grammar is correct.</p>	4 3 2 1 N.A.		