

The outline portion of this assignment is worth 25 points. (Yes, you get a sneaky bonus point! Shh, it's not a math class!)

	4 points	3 points	2 points	1 point
Voice	Outline is written as the presenter would speak to the audience.	Outline is written in complete sentences, but not in a spoken style.	Outline has occasional sentence fragments.	Outline is written in sentence fragments.
Organization	Complete and effective introduction, supported main points, and conclusion, all separated by effective transitions.	Portions of introduction, supported main points, or conclusion are ineffective. All transitions present.	Portions of introduction or conclusion incomplete. Supported main points. Some transitions missing.	Sections or transitions are missing or main points are not supported.
Outline Principles	Outline follows the principles of parallelism, coordination, subordination, and division.	Outline breaks one of the outline principles.	Outline breaks no more than two outline principles.	Outline breaks multiple outline principles.
In-text Citations	Citations are all present and written how they will be said during the presentation.	Citations are all present and mostly written how they will be said during the presentation.	Citations are all present and are written using APA/MLA style.	Citations are not present.
Reference Section	References are listed properly and in APA format.	References are listed properly.	References are listed, but have errors.	References are not listed or are listed incorrectly.
Format	Uses a professional 12 point font, double spaced. Effective and consistent numbering and indentation.	No more than one minor inconsistency in formatting.	No more than one major inconsistency or two minor inconsistencies in formatting.	Multiple inconsistencies in formatting.

Note: Evidence with citation **and** reference information missing is plagiarism.