REPORT RUBRIC

From the syllabus

I will grade your entire report using the following grading rubric. Note the details of the *component* tells you what I am looking for in each case. The 'W' column is the weighting of each component. With a maximum of 4 for each component this adds up to 60 marks for your report. This will then be divided by 12 and contribute to 5% of your final grade for this course.

You will find a detailed rubric and then a blank rubric. I will complete the blank rubric for each student's report, and this will be your formative feedback.

The second rubric is the one you will use to grade the CUME questions. This will be peer evaluated according to this rubric. A spreadsheet containing your peer's underline anonymous evaluations will be your second form of formative feedback.

Student Name   _____

Unit Number   _____

Report (5%)   _____ (Instructor grade)

CUME question (5%)   _____ (Peer evaluated grade)

Total (10%)   _____

REPORT RUBRIC

	4	3	2	1	
COMPONENT	**Exemplary**	**Accomplished**	**Improving**	**Poor**	**W**
TOPIC how this paper is related to the Unit content	Clear and complete description	Somewhat lacking in clarity, relevance or detail	Lacking in two of clarity, relevance or detail	Lacking in clarity, relevance and detail	3
ORGANIZATION how the report is structured	Split into 4 sections described in syllabus. 1 complete side on part (iv). Appropriate content in each section. Sharp sense of beginning and end of each section	All sections present but too much detail in some sections or some overlap.	Text in incorrect sections, missing, or blended with others.	Some sections missing entirely.	3
QUALITY content of the report	All details relevant to those requested in the syllabus. No superfluous ,'filler', or incorrect information	Some irrelevant details, or incorrect information in one section of the report	Sketchy description or incorrect details in more than one area.	Content unrelated to that requested in syllabus, or completely unclear	3
GRAMMAR AND SPELLING	No errors	One or two errors	three or four errors	Many errors	1

REPORT RUBRIC

	4	3	2	1	
COMPONENT	**Exemplary**	**Accomplished**	**Improving**	**Poor**	**W**
INTEREST ability to convey enthusiasm	Vivid and varied use of text to convey the message of the paper. Makes me want to read this paper in more detail	Report contains good level of enthusiasm. I will certainly look at the abstract, figures and conclusions.	Description bland and uninteresting. I may glance at the title and one of two figures.	I will not read this paper	2
TIMELINESS	On time	A few days late but let me know why this is in advance	A few days later with reason provided afterwards	More than two days late, or no reason as to why it is late	1
CUME question	Only one missed from cume checklist. Good grading scheme	Two missed from CUME checklist or grading scheme insufficient	Three missed from CUME checklist, or poor grading sheme	More than three missed from CUME checklist or no grading scheme present	2

REPORT RUBRIC

COMPONENT	4 Exemplary	3 Accomplished	2 Improving	1 Poor	W
TOPIC how this paper is related to the Unit content					3 X __ = ____
ORGANIZATION how the report is structured					3 X __ = ____
QUALITY content of the report					3 X __ = ____
GRAMMAR AND SPELLING					1 X __ = ____
INTEREST ability to convey enthusiasm					2 X __ = ____
TIMELINESS					1 X __ = ____
CUME question					2 X __ = ____

STUDENT NAME: UNIT NUMBER: SCORE: