

Process Paper Rubric

Question	Excellent	Acceptable	Minimal	Unacceptable
Four Questions Answered	10 9	8 7 6	5 4 3	2 1 0
	Question completely answered	answers the question inadequately	Question mentioned	Question not even addressed
Spelling & Grammar	10 9	8 7 6	5 4 3	2 1 0
	Properly typed/written and less than 5 errors	Properly typed/written with 6-15 errors	Properly typed/written with 16 errors	Presentation is messy with little effort to present a final project
Number of Sources		5	2	1
	12+	7-11	2-6	0-1
Format of Citations	10 9	8 7 6	5 4 3	2 1 0
	Format follows the guides with few unobvious errors	Format follows the guides with some errors	Proper format is attempted	No format
Annotations	10 9	8 7 6	5 4 3	2 1 0
	Significance is explained with each entry	Each source has an accompanying paragraph	Sources have a sentence	Sources have no annotation
Sources		5	3	1
	Sources are related to subject matter; they are properly sorted as primary and secondary	Sources are related to subject matter; properly sorted as primary & secondary	Sources are tangentially related to subject matter and reliable; may be sorted as primary and secondary	Not alphabetized or sorted to primary or secondary

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