General Sample: Writing Assignment Rubric

100 Points Total	Novice	Developing	Competent	Proficient
	0 to 5 Points	**6 to 10 Points**	**11 to 15 Points**	**16 to 20 Points**
Topic: *Approved, if applicable* *Relevance* *Defined, with Focus* *Distinct*	Topic undefined, unrelated, or chosen without approval	Topic approved; used without focus; undefined	Topic approved; relevant; without focus	Topic approved, relevant, and with specific focus throughout paper
Critical Thought	The paper indicated that no critical thought was given to the specified topic or discussion.	The paper did not develop appropriately. Multiple factors were lacking.	The paper lacked development; however, marginal critical thought was evident throughout.	The paper was developmentally applicable, with an evident process of critical thought.
APA/MLA Guidelines	Specified guidelines were not used, or not used appropriately (citing sources, documentation, etc.)	Numerous mistakes made with citations and documentation	Minor mistakes made with citations and related documentation	Guidelines were met (citing sources, references, documentation, etc.)
Cited Sources	Sources were not properly cited; did not include minimum number of references	Sources were not properly cited; included minimum number of references	Minor mistakes were made; included minimum number of references	Sources were cited properly; included minimum number of references
Overall Structure: *Correct Formatting,* *Grammar Usage,* *Spelling Errors, Etc.*	Major formatting errors; paper did not meet minimum length requirement; poor sentence structure, grammar usage, etc.	Major formatting errors; paper met length requirement; poor sentence structure, grammar usage, etc.	Minor formatting errors; paper met length requirement; fair sentence structure, grammar usage, etc.	No formatting errors; paper met length requirement; good sentence structure, grammar usage, etc.

General Sample: Discussion Board Rubric

10 Points Total	Novice	Competent	Proficient
	0 to 2 Points	**2 to 3 Points**	**3 or 4 Points***
Initial Post/Thread	Student fails to provide important statements or points regarding topic; post is poorly written or partially incomprehensible	Student discusses their own ideas, opinions, and conclusions about topic; post is comprehensible; however, it may not be fully developed to the point that it allows others to comprehend	Student is able to present information on topic articulately; student provides support for their beliefs through supportive statements or academic research; post is understandable and concise
Reply Post/Thread	Student fails to provide appropriate feedback, or simply agrees/disagrees with the original poster; reply is poorly written or partially incomprehensible	Student provides appropriate feedback to original poster; however, thoughts are not fully developed or examples are not quite clear	Student provides appropriate feedback to original poster; builds on discussion; thoughts are clear and concise
Overall: *Punctuation, Grammar, Minimum Length, and Spelling*	Post or combined posts contain multiple spelling, punctuation, or grammatical errors; did not meet the minimum word requirements *If references are being used:* student did not provide references to information found from another source, or hyperlinks are invalid.	Post or combined posts contain minimal spelling, punctuation, or grammatical errors; meets the minimum word requirements *If references are being used:* all hyperlinks are working correctly; however, all references are not properly supported.	Post or combined posts are well written, with no spelling, punctuation, or grammatical errors; meets the minimum word requirements *If references are being used:* all hyperlinks are working correctly, or references are appropriately cited.

Achieving 4 points in all three criteria, at the 'Proficient' level, will result in a grade of 10 – unless otherwise stated by the instructor.

**If you use the Rubric feature in Blackboard, it will adjust the points for you (ex: 0 to 1.67, 1.67 to 2.5, 2.5 to 3.33).*