

# TALLADEGA COLLEGE

## ***GRADING RUBRIC: ASSESSMENT PAPER - WK#2***

**SHANDRA BROWN**

<b><i>Content and Development</i></b>	<b>(40 Points) Comments</b>	<b>30</b>
<p>The following elements of the assignment are covered in a substantive way.</p> <ul style="list-style-type: none"> <li>• Related at least one story from your past that typifies how you deal with formal, oral or written communication.</li> <li>• Identified at least one concept from previous/current weeks' readings that applies to oral/written communication.</li> <li>• Cited your readings and other resources throughout your paper.</li> <li>• 2-3 pages (not including title &amp; reference page)</li> </ul>	<p style="color: red;">Shandra, your paper was good, however you could have built more of an introduction to the concept of written and oral communication.</p>	
The paper develops a central theme or idea directed toward the appropriate audience.		
Statements are stated clearly; supported by specific details, examples or analysis		
The introduction provides sufficient background on topic and includes a thesis statement. Summary conclusion of major points present.		
<b><i>Readability and Style</i></b>	<b>(15 Points) Comments</b>	<b>10</b>
The tone is appropriate to the content and assignment.	<p style="color: red;">Be careful of your sentence structure and transitions. The flow was not very smooth which impacts the readability of the paper.</p>	
Sentences are complete, clear, and concise.		
Sentences are well constructed, strong, and varied.		
Sentence transitions are present and maintain the flow of thought.		
<b><i>Mechanics</i></b>	<b>(20 Points) Comments</b>	<b>10</b>
The paper is laid out with effective use of headings, font styles, and white space.	<p style="color: red;">Shandra, your paper contained quite a few grammatical &amp; punctuation errors. Always be mindful to proofread your paper before submitting. Also, please utilize the APA resources in the class portal. APA format has a set standard in which the title and reference page should be done.</p>	
Proper use of grammar, punctuation, and spelling		
APA formatted title page present. Proper use of APA in-text citations and reference page is present.		
<b><i>Total</i></b>	<b>75 Points</b>	<b>50</b>