

Assessment Rubric – Report Writing

Date: _____ Class: _____ Teacher: _____

Student Name: _____

	<i>Early Writers (Pre-Level 2)</i>	<i>Developing Writers (Level 2)</i>	<i>Fluent Writers (Beyond Level 2)</i>
Sentence beginnings	Uses the same sentence beginnings all the time.	Uses a couple of different sentence beginnings.	Uses a range of different sentence beginnings that add interest.
Handwriting	Letter sometimes formed correctly. Often incorrectly interchanges upper case and lower case letter in writing.	Writing is generally readable and positioned correctly on the lines.	Writing is neat and readable with consistent slopes and formation.
Vocabulary	Uses simple vocabulary that is not necessarily specific to the topic.	Uses some vocabulary that is specific to the topic. Attempts to understand difficult words and put them into own words.	Appropriately uses a range of vocabulary specific to the topic. Only writes words that are understood and re-writes difficult words into own language.
Punctuation and general writing structures	Uses capitals and full stops at the beginning and end of a section of writing without reference to sentences.	Uses capitals and full stops correctly sometimes.	Uses capitals, full stops and question marks correctly. Beginning to experiment with less familiar forms of punctuation such as exclamation marks and apostrophes for contractions.
Spelling	Accurately spells some frequently used words.	Accurately spells most frequently use words (including most words of one syllable with regular spelling and some two-syllable words with regular spelling.)	Accurately spells frequently uses words and some words with irregular spelling.
Report writing features <ul style="list-style-type: none"> • Title & sub-headings • Picture • Description of what it is • Where it is • Function • Interesting facts 	Writes a title and one or two short sentences.	Attempts to include at least 3 or 4 report features.	Writes a report including all features.
Supporting detail (Who, what, when where, why & how.)	Writes a text including no supporting detail.	Writes a text including some supporting detail.	Includes lots of supporting detail and statements of emotion.
Presentation (Attractive, neat and includes a border & picture.)	Attempts to present attractively and neatly.	Presentation is generally attractive and neat. Includes a border and picture.	Presentation is a high quality showing awareness of the importance of presentation. The border and picture improve the overall presentation.

The ratings given above, are based on what the student demonstrated on the day of the assessment.