



Content	Excellent (A/A-)	Good (B/B-)	Needs Improvement (C/C-)	Unsatisfactory (D/F)
	--Topic includes all aspects of the project, of appropriate breadth for length of paper & an appropriate topic for research. --Contains clear and concise abstract, subtitles, and resources page --Support for thesis complex, complete, & in-depth. --5 or more in text citations are used to support the thesis. --Writer involved with subject, not merely doing an assignment. --Clear and appropriate organization, with effective transitions, introduction, and conclusion.	--Topic includes most aspects of the project, of appropriate breadth for length of paper & an appropriate topic for research. --Contains somewhat clear and concise abstract, subtitles, and resources page --Support for thesis sufficient, but lacking in depth or complexity. -- Less than 5 in text citations are used to support the thesis. --Organization, transitions, introduction, and conclusion slightly lacking clarity and/or appropriateness.	--Topic includes some aspects of the project, of semi appropriate breadth for length of paper & a topic is partially clear. -- Only 2-3 in text citations used to support thesis --Missing abstract, but includes subtitles, and resources page --Organization, transitions, introduction, and conclusion lacking clarity and/or appropriateness.	--Topic unclear and includes no aspects of the project, of inappropriate breadth for length of paper. --Missing abstract, subtitles, and resources page --Support for thesis insufficient. --No organization, transitions, introduction, and no conclusion

Grammar & Mechanics	Excellent	Good	Needs Improvement	Unsatisfactory
	--Consistent and appropriate voice. -- Sophisticated and precise word choice. --No spelling errors. --No errors in agreement, pronouns/antecedents, or tense. -- No punctuation or capitalization errors. --Met all style and min/max page requirements	-- Voice mostly consistent and appropriate. -- Fairly effective word choice. --No more than 2 spelling errors. --Fewer than 1 errors in agreement, pronouns/antecedents, or tense. -- Fewer than 2 punctuation or capitalization errors. --Met most style and min/max page requirements	-- Voice somewhat consistent and appropriate. -- Correct word choice. --More than 3 spelling errors. --More than 2 errors in agreement, pronouns/antecedents, or tense. -- More than 3 punctuation or capitalization errors. Attempted to meet style and/or min/max page requirements	-- Voice inconsistent and inappropriate. -- Incorrect word choices. --More than 5 spelling errors. --More than 5 errors in agreement, pronouns/antecedents, or tense. -- More than 5 punctuation or capitalization errors. Does not meet style and/or min/max page requirements



Health Information Management – RUBRIC USED TO GRADE WRITTEN REPORTS

Bibliography/ Resources

Excellent	Good	Needs Improvement	Unsatisfactory
--All sources properly cited in both paper and bibliography. -- No errors in format or punctuation.	--All sources properly cited in both paper and bibliography. -- Very few errors in format or punctuation.	--Not all sources properly cited in both paper and bibliography. -- Errors in format or punctuation do not compromise the ideas of the paper.	--Not all sources properly cited in both paper and bibliography. -- Errors in format or punctuation make ideas unclear.

Student:

COMMENTS:

GRADE: