

## Grading Rubric

Please note that, in the interest of offering students practice in proofreading and editing their own work, comments offered through reproductions of the form below are general in nature. That is, they identify systematic problems and make broad suggestions rather than making line-by-line corrections.

Per course policy, assessment of the assignment is done according to performance in several categories, named and described below. Each category is weighted with a number of steps' change to the basic grade of C.

Category	Comments	Steps Yes/No
Assignment Guidelines Met	•	+0/-3
Introductory Paragraph Clear and Appropriate	•	+1/-1
Methodology Paragraph Clear and Appropriate	•	+1/-1
Sources Appropriate	•	+2/-1
Citations Correct	•	+1/-1
Summaries Clear and Appropriate	•	+1/-1
Evaluations Clear and Appropriate	•	+1/-1
Formatting Correct	•	+0/-1
Mechanics Correct	•	+0/-1
<b>Overall Score</b>		
<b>Overall Comments</b>		

- Assignment Guidelines Met—Is the AnnBib composed of an introductory paragraph, methodologies paragraph, and at least six three-part annotative entries, exclusive of heading and descriptive title?
- Introductory Paragraph Clear and Appropriate—Does the text indicate the topic to be treated, the question being asked about it, and the answer thereto?
- Methodology Paragraph Clear and Appropriate—Is the process through which students selected sources for inclusion in the AnnBib adequately explained?
- Sources Appropriate—Are the sources treated secondary sources? Are they likely to be reliable, given their provenance?
- Citations Correct—Do the citations in the bibliography conform to MLA standards in terms of content and presentation? Do they account for information appropriately?
- Summaries Appropriate—Does each entry's summary paragraph provide the information appropriate to a summary (thesis of the piece annotated, overview of major points of discussion)? Does it provide enough information for a reader to get an accurate sense of the summarized piece's content and form?

- Evaluations Appropriate—Does each entry’s evaluative paragraph justify its potential use as a secondary source in answering one or more of the research questions expressed in the topic proposal?
- Formatting Correct—Are the paragraphs of the AnnBib double-spaced on letter-size sheets with one-inch margins on all sides; in 12-point Times New Roman, Garamond, or Georgia type; with page numbers in the upper right corner of the page, with the student’s surname preceding the number; and with page numbers and surnames in the same typeface as the rest of the document? Are annotative entries separated from each other and from the introductory and methodological paragraphs by an extra blank line?
- Mechanics Correct—In terms of usage, does the text conform to standards promulgated by the MLA and discussed during class time? Does it maintain a level of diction appropriate to its authorship and its intended audience?