Written Communication Scoring Form Student/Course:_____ Evaluator:_____

	Capstone 4	Milestone 3	Milestone 2	Benchmark 1	0
Context of and Purpose for Writing *Includes considerations of audience, purpose, and the circumstances surrounding the writing task(s).*	Demonstrates a thorough understanding of context, audience, and purpose that is responsive to the assigned task(s) and focuses all elements of the work. ☐	Demonstrates adequate consideration of context, audience, and purpose and a clear focus on the assigned task(s) (e.g., the task aligns with audience, purpose, and context). ☐	Demonstrates awareness of context, audience, purpose, and to the assigned tasks(s) (e.g., begins to show awareness of audience's perceptions and assumptions). ☐	Demonstrates minimal attention to context, audience, purpose, and to the assigned tasks(s) (e.g., expectation of instructor or self as audience). ☐	Does not meet benchmark 1 ☐
Content Development	Uses appropriate, relevant, and compelling content to illustrate mastery of the subject, conveying the writer's understanding, and shaping the whole work. ☐	Uses appropriate, relevant, and compelling content to explore ideas within the context of the discipline and shape the whole work. ☐	Uses appropriate and relevant content to develop and explore ideas through most of the work. ☐	Uses appropriate and relevant content to develop simple ideas in some parts of the work. ☐	Does not meet benchmark 1 ☐
Genre and Disciplinary Conventions *Formal and informal rules inherent in the expectations for writing in particular forms and/or academic fields.*	Demonstrates detailed attention to and successful execution of a wide range of conventions particular to a specific discipline and/or writing task(s) including organization, content, presentation, formatting, and stylistic choices. ☐	Demonstrates consistent use of important conventions particular to a specific discipline and/or writing task(s), including organization, content, presentation, and stylistic choices. ☐	Follows expectations appropriate to a specific discipline and/or writing task(s) for basic organization, content, and presentation. ☐	Attempts to use a consistent system for basic organization and presentation. ☐	Does not meet benchmark 1 ☐
Sources and Evidence	Demonstrates skillful use of high-quality, credible, relevant sources to develop ideas that are appropriate for the discipline and genre of the writing. ☐	Demonstrates consistent use of credible, relevant sources to support ideas that are situated within the discipline and genre of the writing. ☐	Demonstrates an attempt to use credible and/or relevant sources to support ideas that are appropriate for the discipline and genre of the writing. ☐	Demonstrates an attempt to use sources to support ideas in the writing. ☐	Does not meet benchmark 1 ☐
Control of Syntax and Mechanics	Uses graceful language that skillfully communicates meaning to readers with clarity and fluency, and is virtually error-free. ☐	Uses straightforward language that generally conveys meaning to readers. The language in the portfolio has few errors. ☐	Uses language that generally conveys meaning to readers with clarity, although writing may include some errors. ☐	Uses language that sometimes impedes meaning because of errors in usage. ☐	Does not meet benchmark 1 ☐