

Author Biography Research

Name: _____

	4. Distinguished	3. Proficient	2. Apprentice	1. Novice
Content-Sequence:	Information was sequenced in a logical manner. Information was organized so that the viewer was ready to accept, or expect, the next idea.	Information was sequenced in a logical manner. Ideas flowed between paragraphs and pages.	Information did not always flow logically between paragraphs or pages.	Information was not clear and did not flow in a logical order.
Writing-Conventions: Correct spelling, grammar, punctuation, usage	No spelling, grammar, capitalization or punctuation errors. Sentences are all well-formed.	Fewer than 5 spelling and grammar errors. Fewer than 5 capitalization and punctuation errors. One or two flawed sentences.	More than 5 spelling and grammar errors. More than 5 capitalization and punctuation errors. Less than 5 sentences show flawed structure.	More than 10 spelling and grammar errors. More than 10 capitalization and punctuation errors. Many sentences show flawed structure.
Writing-Sentence Fluency: Length, variety and flow of writing	Most sentences varied in length and structure. Writing had a natural flow that made it easy to read.	Many sentences varied in length and structure. Some sentences did not flow smoothly.	A few sentences varied in length. Most sentences did not flow smoothly.	Sentences were short and did not flow well. Sentence structure did not change.
Behavior-Follows Instructions: Listens to directions, follows instructions, completes project as assigned	Paid close attention to instructions and asked clarifying questions. Followed all directions. Project was completed as assigned.	Paid close attention to instructions. Made a few minor deviations from tasks assigned but successfully completed project.	Listened to instructions. Followed most directions, but did not complete all tasks. Project was completed.	Did not follow directions, resulting in an incomplete end product. At times, slept or was distracting/disruptive in class.
Content-Amount of Information: All 14 questions were addressed.	Questions 1-14 were not only completely addressed but additional information was provided above and beyond what was assigned. Questions 14 has at least 5 characteristics with examples. Statements were clearly supported by many facts and detailed examples. The Author Biography Worksheet was complete and turned in separately from report.	Questions 1-14 were addressed. Question 14 has all 5 characteristics with examples. Most statements were supported by facts and examples. The Author Biography Worksheet was complete and turned in separately from report.	Only 10 questions were addressed and/or Question 14 only has 4 characteristics or examples. Incomplete. A few statements were supported by facts and examples. The Author Biography Worksheet was turned in separately from report.	Less than 10 questions were answered. Question 14 has 3 or less characteristics or examples. Questions were not addressed. Statements were not supported by facts or examples. The Author Biography Worksheet was NOT turned in separately from report.
Planning-Research and Notes: Quality and quantity	Used more than 3 reliable sources of information. Notes are clear, organized, and complete. There were more than 15 note cards with supporting facts and details. Citation page was included and in MLA format.	Used 3 sources of information. No more than one source of information was not reliable. Notes were organized and complete. There were 15 note cards with supporting facts and details. Citation page was included and in MLA format.	Used 2 sources of information. Some of the sources were not reliable. Notes were not complete. There were 10 to 14 note cards with supporting facts and details. Citation page was included.	Used only one or no source of information, or did not use a reliable source. Notes were not clear or missing. There were less than 10 note cards with supporting facts and details. Citation page was NOT included.
Research-Documentation: Bibliography and citation	Project bibliography or credits were complete and flawlessly MLA formatted. All sources were cited and in MLA format.	Project bibliography or credits were complete. All information and media sources were cited in MLA format.	Project bibliography or credits were incomplete. Less than half of the sources were cited in MLA format.	Did not include project bibliography or credits. One or two sources were cited. Citations were not included or were not in MLA format.

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_____ The information in my project is organized in a clear and logical sequence.

_____ My writing uses correct grammar, spelling, and punctuation.

_____ My writing has sentences which are varied in length and flow well.

_____ I followed the instructions and completed the project as assigned.

_____ My work is on topic and contains supporting details.

_____ I have a variety of resources in my notes that support my research.

_____ My project includes citations for all sources and a complete bibliography.