

## Conventions

**Key Question: How much editing would you have to do to be ready to share your writing as a final product?**

Not Proficient						Proficient	
1-Beginning	2-Emerging	3-Developing	4-Capable	5-Experienced	6-Exceptional		
Errors in conventions distract reader, making text unreadable	Many errors of various types of conventions are scattered throughout text	Conventions are sometimes handled well; at other times, errors distract and impair readability; a particular convention may show a lack of skill with repeated errors	Standard grade-level conventions are usually accurately applied	Errors are few, with only minor editing needed to publish; writer may stretch skills, trying more complex tasks in conventions	Conventions used effortlessly and without significant error; may use conventions to creatively enhance message		
A Spelling errors are frequent, even for common words	Spelling is phonetic with many errors	Spelling of simple words is frequently incorrect or reasonably phonetic for common grade level words, although reader can understand	Spelling is usually correct for common grade-level words; may be inaccurate with more difficult words	Spelling is often correct for common grade-level words and often for more difficult words	Spelling is correct, even for more difficult words		
B Punctuation is usually missing or incorrect	Punctuation may be present but is frequently incorrect	Simple end ( ? ! ) punctuation is correct; internal ( , ; - : ... ) punctuation is usually wrong or missing	End punctuation is correct with only minor errors; internal punctuation is usually correct	Punctuation is almost always correct and guides reader through piece	Punctuation is correct with no significant errors and enhances readability; may be creative when appropriate		
C Capitalization is random, inconsistent, and sometimes non-existent	Only the most basic capitalization rules are correctly applied	Capitalization shows frequent errors except for proper nouns and sentence beginnings	Capitalization is correct in most cases	Capitalization is consistently correct	Capitalization is consistently correct; more sophisticated capitalization is used for effect		
D Errors in grammar/usage are frequent and noticeable, making writing incomprehensible	Serious grammar/usage problems of many types make comprehension difficult	Inappropriate grammar/usage result from heavy reliance on conversational oral language; errors sometimes distract the reader	Proper grammar/usage is fairly consistent; problems are not serious enough to distort meaning or distract the reader	Grammar/usage are usually correct; there are few grammar mistakes and meaning is clear	Grammar/usage are correct and contribute to clarity and style; meaning is enhanced by sophisticated grammar/usage		
E Extensive editing (on virtually every line) is required to polish text for publication; reader must read once to decode, then again for meaning	Much editing is required for publication; meaning is unclear	Too much editing is still needed to publish, although piece begins to communicate meaning	Moderate editing is required to publish; meaning is clear	Some minor editing is needed before publishing; conventions are more correct than not; meaning is easily communicated	Almost no editing is needed to publish; author may successfully manipulate conventions for stylistic effect		
F Works cited, basic bibliographic information, or citations (if needed) are not used or unrecognizable	Works cited, basic bibliographic information, or citations (if needed) are attempted but are variable or random	Works cited, basic bibliographic information, or citations (if needed) are used inconsistently and/or incompletely in placement and format	Works cited, basic bibliographic information, or citations (if needed) are usually in correct format	Works cited, basic bibliographic information, or citations (if needed) are almost always in proper format	Works cited, basic bibliographic information, or citations (if needed) are consistently in correct format		