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| CATEGORY | 4 | 3 | 2 | 1 |
| Organization | Information is very organized with well-constructed paragraphs, transitions, flow, and clear thesis, intro, body, conclusion. | Information is organized with some well-constructed paragraphs, transitions, flow, and/or clear thesis, intro, body, conclusion. | Information is organized, but paragraphs are not well-constructed and/or issues with transitions, flow, or intro, body, conclusion. | The information appears to be disorganized and/or is missing parts. |
| Quality of Information | Information clearly relates to the main topic. It includes several supporting details and/or examples. | Information clearly relates to the main topic. It provides 1-2 supporting details and/or examples. | Information clearly relates to the main topic. No details and/or examples are given. | Information has little or nothing to do with the main topic. |
| Technical Skills | No grammatical, spelling or punctuation errors. | Almost no grammatical, spelling or punctuation errors | A few grammatical spelling, or punctuation errors. | Many grammatical, spelling, or punctuation errors. |
| First Draft | Detailed draft is neatly presented and includes all required information. | Draft includes all required information and is legible. | Draft includes most required information and is legible. | Draft is missing required information and is difficult to read. |
| Notes | Notes are recorded and organized in an extremely neat and orderly fashion. | Notes are recorded legibly and are somewhat organized. | Notes are recorded. | Notes are recorded only with peer/teacher assistance and reminders. |
| Graphic Organizer | Graphic organizer or outline has been completed and shows clear, logical relationships between all topics and subtopics. | Graphic organizer or outline has been completed and shows clear, logical relationships between most topics and subtopics. | Graphic organizer or outline has been started and includes some topics and subtopics. | Graphic organizer or outline has not been attempted. |
| Sources | All sources (information and graphics) are accurately documented in the easybib desired format. | All sources (information and graphics) are accurately documented, but a few are not in the desired format and/or missing books. | All sources (information and graphics) are accurately documented, but many are not in the desired format and/or missing books. | Some sources are not accurately documented and/or missing books. |
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