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Conventions

The trait, Conventions, includes spelling, punctuation, capitalization, grammar and paragraphing. Good editing is essential to produce a finished product.

A paper correctly edited allows the readers to easily appreciate Voice and Ideas and Content. Editing should be done slowly and carefully to promote accuracy. A dictionary is essential. If possible, others should edit the paper.

Conventions 5

Errors are so minor that the reader doesn't notice them the first time the paper is read.

The paper contains . . .

1. *spelling that is mostly correct.*
2. *correct grammar and punctuation.*
3. *sentences and proper nouns that begin with capital letters.*
4. *correct paragraphing.*

Conventions 3

The reader notices some mistakes, but easy reading is still possible.

The paper contains . . .

1. *correctly spelled simple words, but harder ones may be misspelled,*
2. *problems with grammar and punctuation that slow the reading process.*
3. *somewhat accurate capitalization.*
4. *paragraphing, but not always in the right spot.*

Conventions 1

Mistakes are so frequent that the paper is hard to read. Some parts may be impossible to figure out.

The paper contains . . .

1. *many spelling errors, even simple words.*
2. *grammar and punctuation mistakes that make it nearly impossible to understand.*
3. *capital letters used in the wrong places or not at all.*
4. *incorrect paragraphing.*

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Conventions

____5	____4	____3	____2	____1
spelling that is mostly correct		correctly spelled simple words harder words may be misspelled		many spelling errors even simple words
____5	____4	____3	____2	____1
correct grammar and punctuation		problems with grammar and punctuation that slow the reading process		grammar and punctuation mistakes that make it nearly impossible to understand
____5	____4	____3	____2	____1
sentences and proper nouns begin with capital letters		somewhat accurate capitalization		capital letters used in the wrong places or not at all
____5	____4	____3	____2	____1
correct paragraphing		paragraphing, but not always in the right spot		incorrect paragraphing wrong places or not at all

Total points _____ ***Divide by 4 =*** _____

Conventions

____5	____4	____3	____2	____1
spelling that is mostly correct		correctly spelled simple words harder words may be misspelled		many spelling errors even simple words
____5	____4	____3	____2	____1
correct grammar and punctuation		problems with grammar and punctuation that slow the reading process		grammar and punctuation mistakes that make it nearly impossible to understand
____5	____4	____3	____2	____1
sentences and proper nouns begin with capital letters		somewhat accurate capitalization		capital letters used in the places or not at all
____5	____4	____3	____2	____1
correct paragraphing		paragraphing, but not always in the right spot		incorrect paragraphing wrong places or not at all

Total points _____ ***Divide by 4 =*** _____

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Ideas and Content

____5	____4	____3	____2	____1
has sufficient knowledge regarding topic		has an everyday understanding of the topic		doesn't understand the topic
____5	____4	____3	____2	____1
"shows" how it happens–doesn't just tell		tells what happens, but it is not very interesting		tells things that just don't seem to fit or make sense
____5	____4	____3	____2	____1
stays on the topic using details to help build the story and making it enjoyable to read		uses too many details or not enough story is somewhat boring		seems to be free writing story has very little or no message

Total points _____ **Divide by 3 =** _____

Ideas and Content

____5	____4	____3	____2	____1
has sufficient knowledge regarding topic		has an everyday understanding of the topic		doesn't understand the topic
____5	____4	____3	____2	____1
"shows" how it happens–doesn't just tell		tells what happens, but it is not very interesting		tells things that just don't seem to fit or make sense
____5	____4	____3	____2	____1
stays on the topic using details to help build the story and making it enjoyable to read		uses too many details or not enough story is somewhat boring		seems to be free writing story has very little or no message

Total points _____ **Divide by 3 =** _____

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