

Evaluation Sheet for Written Works

Date: _____ Name: _____

Assignment: _____

Content: Accuracy and Appearance.

Accuracy—Does the written piece fulfill the assignment asked? Does the written work reflect the writer's (YOUR) thoughts or does it merely quote someone else or copy a book. Is the information accurate? Are you consistent with details in your story ?

Appearance— Does the paper's appearance look neat and is the handwriting or typing legible?

Introduction/Thesis/Topic Sentence (if paragraph): *Do you state your point/topic or begin your story? Did you catch the reader's attention? Expository Paper:* Does the paper have a good introduction and clear thesis statement. (Generally starting from the general and going to the particular in a way that draws the reader to want to read more.) *Creative Writing Paper:* Did you introduce your characters, setting, or plot?

Body Organization— Expository: Do your body paragraphs have a clear topic sentence with details supporting it? Do all body paragraphs further support your main thesis? Are the body paragraphs evenly weighted? Is it written in a way that flows from one thought to the next logically and clearly? (If creative writing...does the body advance the plot/action in a vivid way and culminate into the climax well?)

Summary/Conclusion: *Did you finish with a sum up and tie it all together? Or end your story well?* You need to end your paper with a brief restatement of your thesis point that ties it all together and leaves a sense of conclusion. (Generally starting from the particulars and ending in the general.) Your creative story needs to quickly tie up all the details after the climax and somehow draw things to a close.

Grammar: *Did you use correct grammar rules? Proper subject/verb/tense agreement? Complete sentences?*

Spelling: *Are words spelled correctly?*

Capitalization/Punctuation: *Are capitalization and punctuation rules used correctly?*

Style: *Is it well said?*

Is it enjoyable to read? Does it flow smoothly with good expression? (Note: some works will not be written for entertainment but to inform, such as a report, but they should still be written well.)

ELEMENT	COMMENT:	Pts.
Content		
Intro/Thesis		
Body		
Summary/Conclusion		
Grammar		
Spelling		
Capitalization/Punctuation		
Style		
Each section receives a possible 3 pts. (3=excellent, few errors; 2=good; some errors; 1=fair; numerous errors or major flaw; 0=did not meet element TOTAL (24 points)		