



**OFFICE OF ASSESSMENT**

**General Education Rubric OBJECTIVE: *Communicating effectively in writing***

COMPONENTS	RATINGS					
	4 – Exemplary	3 – Proficient	2 – Developing	1 – Beginning	0 – Absent	N/A*
<b>Purpose</b> Students will produce written work that effectively conveys an idea or ideas.	Writing clearly frames main idea(s) and the work as a whole conveys the idea(s) in an innovative and sophisticated manner.	Writing clearly frames main idea(s) and the work as a whole conveys the idea(s) clearly.	Writing conveys an idea or ideas but these may not be clearly framed. Some sections of the work are tangential to the main idea(s).	Writing conveys an idea or ideas but significant sections of the work are tangential to the main idea(s).	It is unclear what idea or ideas the writing is attempting to convey.	Not applicable to the assignment.
<b>Development</b> Students will develop the main idea(s) of the written work using relevant sources, illustrations, and/or intellectual influences.	Ideas are consistently developed through sophisticated use of sources, illustrations, and/or intellectual influences. The author skillfully uses these to advance the purpose of the work.	Ideas are frequently developed through sources, illustrations, and/or intellectual influences. The author uses these to advance the purpose of the work.	Many ideas are supported by the integration of sources, illustrations, and/or intellectual influences, but engagement with these may be superficial. Writing may include some misreadings but none that substantially undermine the purpose.	Ideas are only sporadically supported by the integration of sources, illustrations, and/or intellectual influences and engagement with these may be superficial. Writing may include obvious misreadings that undermine the purpose.	Ideas are not supported by sources, illustrations, and/or intellectual influences. Alternately, sources, illustrations, and/or intellectual influences may be irrelevant to the purpose of the work.	Not applicable to the assignment.
<b>Grammar, Mechanics, and Style</b> Students will use syntax, grammar, and mechanics to achieve clarity and appropriate tone in their writing.	Language use is sophisticated or otherwise exceptional and skillfully communicates meaning to readers with clarity and fluency. The writing contains few, if any, errors and none that impede meaning. Language is appropriate for the genre and academic context of the assignment.	Language use clearly conveys meaning to readers. The writing contains few, if any, errors. Language is generally appropriate for the genre and academic context of the assignment.	Language use generally conveys meaning to readers, although some areas are ambiguous or otherwise unclear. The writing may include some errors. Language is generally appropriate for the genre and academic context of the assignment, although there may be minor exceptions.	Language use sometimes impedes meaning and writing errors are present throughout the paper. Language may not be appropriate for the genre and academic context of the assignment.	Substantial segments of the writing are too error-ridden to be comprehensible. Language use is not appropriate for the genre and academic context of the assignment.	Not applicable to the assignment.

**\*NOTE: If the artifact is “not applicable” for all outcomes listed, then it is likely that the artifact is not appropriate for the assessment of this objective.**



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**RUBRIC NOTES**

The papers are being evaluated based on writing effectiveness rather than on their disciplinary content itself. Therefore, do not be concerned if you do not have expertise in the content the paper addresses, as your focus is on those writing skills that cross disciplines. Conversely, if the paper addresses an area in which you have expertise, keep in mind that these writing samples come from general education classes, so students' knowledge of disciplinary content is inherently limited to an introductory level.

**Glossary**

- Relevant sources: When using this rubric to assess General Education Objective: Communicating effectively in writing, it is assumed that the selection of sources is appropriate for the assignment. Source selection is assessed in Objective 7: Locate, Evaluate, and Apply Information.