

Name \_\_\_\_\_ Date \_\_\_\_\_

# Description

Ideas	YES	NO
Do I have a sharp, clear focus on the topic?		
Do I include details that improve the description?		

Organization	YES	NO
Do I have a beginning that names the topic?		
Do I have a middle that connects one idea to the next?		
Do I sum up my ideas in an ending?		
Do I use space order?		

Voice	YES	NO
Does my tone show how I feel about the topic?		

Word Choice	YES	NO
Do I use sensory words?		
Do I use well-chosen synonyms?		

Sentence Fluency	YES	NO
Do I vary my sentence lengths?		
Do I use compound subjects and objects?		

Conventions	YES	NO
Do I use correct grammar?		
Do I use correct spelling?		
Do I use correct punctuation and capitalization?		

Presentation	YES	NO
Is my paper neat?		
Do I use consistent margins and spacing?		

Additional Items	YES	NO

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