

Standards for Holistic Evaluation

Content and Form	Does Not Meet	Meets	Exceeds
* 1. Interest	Unclear, unimaginative writing; boring or poorly defined topic	Understandable but unimaginative writing; topic adequately defined	Clear, imaginative writing; well-developed topic
* 2. Coherence	Lack of organization or development; unclear or missing main idea	Identifiable main idea but weak organization; some ideas missing or out of order	Strongly defined main idea; clear, logical organization; sentences related to each other
* 3. Unity	Many irrelevant sentences or details	Few irrelevant sentences or details	Well-chosen, relevant sentences or details
* 4. Development	Writing so lacking in development and detail that topic is not identifiable	Boring description; incomplete development of narrative or exposition	Description rich in detail; clear, easily followed narrative or exposition
* 5. Word Choice	Dull, general words, poorly chosen	Suitable but unimaginative language	Specific, figurative language

Mechanics			
* 1. Paragraphs	Shifts in ideas not indicated by new paragraphs; paragraphs not indented	Not all shifts in ideas indicated by new paragraphs	Shifts in ideas indicated by new paragraphs; paragraphs indented
* 2. Sentences	Many fragments and run-on sentences	Some fragments and/or run-on sentences	No fragments or run-on sentences
* 3. Usage	Frequent mistakes in the use of verbs and pronouns and in subject-verb agreement	Occasional mistakes in the use of verbs and pronouns and in subject-verb agreement	Infrequent mistakes in the use of verbs and pronouns and in subject-verb agreement
* 4. Capitalization	Frequent mistakes in capitalization of sentence beginnings, proper nouns, I, and titles	Occasional mistakes in capitalization	Infrequent mistakes in capitalization
* 5. Punctuation	Punctuation marks frequently missing or misused	Infrequent mistakes in punctuation	Punctuation marks used correctly
* 6. Spelling	Frequent mistakes in spelling, without any pattern or indication of awareness of spelling patterns	Occasional mistakes in spelling, with some awareness of spelling patterns	Infrequent mistakes in spelling, indicating an awareness of spelling patterns
* 7. Manuscript Form	No title; insufficient margins; illegible handwriting	Inconsistent margins; handwriting sometimes hard to read	Appropriate title; correct, consistent margins; legible handwriting

* Indicates areas of evaluation used for portfolio evaluation