

# ECE 400 Writing Assignments Grading Rubric

<u>Criteria</u>	<u>Score</u>
• The <b>CONTENT</b> of the document is effective.	/55
• The document is <b>ORGANIZED</b> and <b>FORMATTED</b> appropriately for its intended audience and purpose.	/15
• <b>STYLE</b> and <b>STONE</b> are appropriate for the intended audience and purpose.	/15
• The author demonstrates knowledge of writing <b>FUNDAMENTALS</b> .	/15
<b>TOTAL =</b>	<b>/100</b>

## Grading Key

### Content

- Clearly explains the purpose of the document
- Completely covers the topic
- Supports the purpose with factual details; shows objectively where needed

### Organization and Format

- Uses appropriate sections for the document; includes headings where appropriate
- Employs logical organization within and between paragraphs
- Uses transitional words and phrases for cohesion

### Style and Tone

- Makes language choices appropriate for the reader and which demonstrate knowledge of the field
- Writes concisely and uses unambiguous words
- Chooses first person ("I") only when appropriate; uses active voice when possible

### Writing Fundamentals

- Uses standard American English punctuation, grammar, and spelling
- Inserts citations when necessary; consistently follows IEEE style for references (available at [iee.org](http://iee.org))