

	Written Report: Mechanics	Written Report: Scope and Content	Written Report: Presentation	Oral Presentation (if applicable)
4 points: superior	2-0 grammatical, spelling and punctuation errors. Word processed or handwritten neatly and legibly.	Presents full and complete analysis and description of both the process of synthesis/consensus and the details of the resolution reached; OR full and complete analysis of why group was unable to agree on a resolution.	Very well organized with clearly ordered paragraphing, headings; easy to follow logic and sequence; readily comprehensible to reader.	Very well organized with easy to follow logic and sequence; presented in strong voice, with appropriate pacing, animation, and consciousness of audience; highly engaging.
3 points: good	3-4 grammatical, spelling and punctuation errors. Word processed or handwritten neatly and legibly.	Presents full and complete analysis of both the process of synthesis/consensus and the details of the synthesis reached; OR full and complete analysis of why group was unable to agree on a resolution.	Well ordered paragraphing, headings; reader can almost always follow logic and sequence.	Almost always well disorganized and easy to follow; good articulation, volume, pace, and animation, and consciousness of audience; nearly always engaging.
2 points: satisfactory	5-7 grammatical, spelling and punctuation errors. Word processed or handwritten neatly and legibly.	Demonstrates basic familiarity with subject matter; presents 3-4 points, each with at least one piece of supporting evidence.	Occasionally disorganized paragraphing, headings; reader in two or more instances finds logic and sequence hard to follow,	Occasionally disorganized and hard to follow; adequate articulation, volume, speed, and animation; some consciousness of audience; moderately engaging,
1 point: unsatisfactory	Many grammatical, spelling and punctuation errors. Handwritten very illegibly.	Presents little information, description, or analysis of the process of synthesis/consensus and any resolution reached (or why group was unable to agree on a resolution).	Rambling, disorganized, and unfocused; very difficult to follow logic and sequence.	Rambling, disorganized, and unfocused; very hard to follow logic and sequence; speech poorly articulated; flat or overexcited in tone; too fast or too slow; little consciousness of audience; very unengaging.

STUDENT HANDOUT 4
Rubric for Assessing Performance
In Academic Controversy: Written Report
and Oral Presentation (Step 5b)

Name: _____