

Scoring Guide

Develop scoring guide for four levels of all criteria

Directions: Copy the criteria from Step 2 and enter the set of levels from Step 3.
Complete the chart with descriptions of levels for each criterion.

Criterion	4	3	2	1

Chocolate Cookie
Scoring Guide Example

Level

Characteristic	4	3	2	1
Texture	The cookie is crispy on the outside, chewy on the inside, moist but not greasy.	The cookie is somewhat crispy on the outside, chewy in the inside.	The cookie is fully cooked but too hard or too chewy.	The cookie is overcooked or undercooked.
Appearance	The cookie is dark brown, at least 3 inches in diameter, with a rich appearance.	The cookie is moist, medium to dark brown, and almost 3 inches.	The cookie is pale brown, looks dry, and is 2 inches or less.	The cookie is burnt, raw, or Crumbly.
Taste	The cookie is oven fresh with a sweet, full, chocolatey flavor in every bite.	The cookie is fresh with a strong chocolate flavor.	The cookie is somewhat fresh with a mild chocolate flavor.	The cookie is stale, salty, or dry.
Contents	The cookie is 25% chocolate pieces and/or nuts.	The cookie has some nuts and/or chocolate pieces.	The cookie has no chips or nuts.	The cookie has nuts that are rancid or chips that are bitter.
Smell	The cookie emits a rich chocolatey smell from 4 feet away.	The cookie smells chocolatey when held at arm's length.	The cookie has a Chocolate odor if Held near nose.	The cookie smells burnt, rancid, or has no odor at all.

Scoring Guide Samples

The following is an example of an holistic scoring guide to evaluate student performance in doing a presentation on an issue.

I. SPEAK	5 3 1	
Delivery		Eye contact with entire audience Voice loud and clear Appeared at ease Seemed to care about topic
Organization and content		Well-researched Both main ideas and details present Material clear and concise Material includes both pro and con aspects of the issue Long-term consequences discussed Creative in use of phrases and words
Language		Very few “uh” “um” “like” Avoided clichés and using same words repeatedly Sounded impartial; both sides given equal time and enthusiasm Arguments persuasive

II. COLLABORATE	5 3 1	
Works toward group goals		Does fair share Initiates change when necessary Both leads and follows
Communication and interpersonal skills		Both talks and listens as situation requires Open-minded about other members' views Attempts to understand all points of view Able to answer class questions objectively or commit to finding the answer

III. PORTFOLIO	5 3 1	
Content		Two summaries of articles dealing with issues Correctly formatted cite for each article on summary page Note cards for oral presentation Self-evaluation Evaluation of other group members
Writing		Word choice Ideas and content Conventions Voice

Scoring Guide Samples

The following is an example of an holistic scoring guide to evaluate student work in creating a product and presentation.

<p>Distinguished (95-100 points)</p>	<p>Outstanding work, fully meets all requirements Exhaustive coverage Completely understands problem and has ability to apply data to the solution Shows originality</p>
<p>Highly Proficient (90-94 points)</p>	<p>Excellent work, meets all requirements of task, good breadth Well planned and documented Shows fine understanding and ability to apply data to the solution of the problem Shows evidence of creativity</p>
<p>Proficient (80-89 points)</p>	<p>Fine or good work, meets requirements of task Good breadth of coverage, fairly well planned and documented Shows a good understanding and ability to apply data to the solution of new problems Could show more evidence of creative thinking</p>
<p>Suggests Proficiency (70-79 points)</p>	<p>Fair work, meets many requirements of the task Fair breadth of coverage with some gaps Shows uneven understanding with some, but not complete, ability to apply data to the solution of the problem Needs to fill gaps</p>
<p>Suggests Lack of Proficiency (65-69 points)</p>	<p>Uneven work, meets some requirements of the task Poor breadth of coverage with a number of gaps in coverage Little understanding and ability to apply data to problem solving Needs to improve in significant areas</p>
<p>Lacks Proficiency (below 65 points)</p>	<p>Poor work, meets few if any requirements of the task Little or no breadth of coverage Little understanding and makes no significant attempt to apply data to solution of the problem</p>

Scoring Guide Samples

The following is an example of an analytical scoring guide to evaluate student performance on a writing project.

Narrative Writing

4	The composition shows an excellent understanding of narrative writing. It includes seven or more details to support the main idea and has a distinct beginning, middle, and ending. The paper sticks to the topic with a logical plan and sequence. It is well elaborated and easy to understand.
3	The composition shows a reasonable understanding of narrative writing. It includes five or more details to support the main idea and has a beginning, middle, and ending. It sticks to the topic most of the time but might have some unrelated details. The paper has a reasonable plan but may have a few ideas out of sequence and may be lacking in elaboration.
2	The composition shows a slight understanding of narrative writing. There are three to four details which support the main idea. The paper lacks either a beginning, middle, or ending. Some ideas do not relate to the topic, or the paper sticks to the topic but does not elaborate enough.
1	The composition shows a lack of understanding of narrative writing. There is evidence that the writer has read the prompt and has attempted to respond to it. However, the paper does not stick to the topic. There is no evidence of a beginning, middle, or ending, and the composition does not make sense.
0	The composition is unreadable, or there is no response.
Impact of Narrative Writing	
4	The story catches the interest of the reader within the first paragraph. The story keeps the reader interested throughout the writing. The story promotes curiosity and/or suspense.
3	The story catches the interest of the reader within the first or second paragraph. The story keeps the reader's interest throughout two-thirds of the writing. The story promotes some curiosity and/or suspense.
2	The story catches the interest of the reader within the second or third paragraph. The story loses the reader's interest half way through the story, or earlier. The story promotes very little curiosity and/or suspense.
1	The story has an uninteresting beginning. The story fails to grasp the reader's interest. The story arouses no curiosity of suspense.
0	The composition is unreadable, or there is no response.

Scoring Guide Samples

The following is an example of an analytical scoring guide to evaluate student performance on a piece of creative writing.

Ideas and Content: What is the overall effect of the paper; does it include examples that develop the main points of purpose.

5___ Fluent, richly developed; clear awareness of task; original, insightful, or imaginative; details are relevant.

4___ Fluent, fully developed; clear awareness of task; solid; details are relevant.

3___ Moderately fluent; awareness of task; ideas developed but limited in depth; details are generally relevant.

2___ Thinly developed; some awareness of task; repetitive or too general; some details are relevant; important details are omitted.

1___ Poorly developed; poor awareness of task; lacks clarity; details are merely listed; repetitious details; too few details.

Organization: Paper is focused and clearly and logically ordered.

5___ Carefully organized from beginning to end; clear focus; has topic sentence and closure.

4___ Well organized from beginning to end; clear focus; has topic sentence; may lack closure.

3___ Organized but may have minor lapses in order or structure; focus may wander; may lack a topic sentence or closure.

2___ Focus unclear; lacks organization such as good transitions; shift in point of view; lacks topic sentence; lacks closure.

1___ Unfocused; unorganized thought patterns are difficult to follow, continual shift in point of view, lacks topic sentence, lacks closure.

Sentence Structure: Sentences complete, correct, and varied in structure and length.

5___ Sentence variety enhances style; no errors in structure; successfully uses more sophisticated sentence patterns.

4___ Sentence variety is appropriate to style; few errors in structure; moderately successful in using more sophisticated sentence patterns.

3___ Some sentence variety; some errors in structure; attempts to use more sophisticated sentence patterns not totally successful.

2___ Little sentence variety; errors in structure interfere with meaning; over reliance on simple or repetitive constructions.

1___ No sentence variety; serious errors in structure; too brief to demonstrate variety.

Word Choice: How is the paper's vocabulary, word choice, and usage.

5___ Rich, effective vocabulary; accurate and vivid language; overall correct usage.

4___ Generally successful in using rich language; generally correct usage.

3___ Acceptable vocabulary; attempts to use rich language; generally correct usage.

2___ Simplistic vocabulary with limited word choice; numerous usage errors.

Planning Rigorous and Relevant Instruction
Sample Scoring Guides Page 7

1___Simplistic vocabulary; inappropriate/incorrect word choice; numerous usage errors.

Mechanics: How is the paper's spelling, punctuation, capitalization; paragraphing.

5___No mechanical errors relative to length or complexity; title when appropriate; attempts at paragraphing throughout.

4___Few mechanical errors relative to length or complexity.

3___Some mechanical errors that do not interfere with communication.

2___Some mechanical errors that do interfere with communication.

1___Noticeable mechanical errors that do interfere with communication.

Total ___ x 4= ___ Total Score

Scoring Guide Samples

The following is an example of a checklist scoring guide to evaluate student performance on a project.

I. Directions (25 Points)

In sequential order	_____ /5 Points
Clearly understood	_____ /5
Neatly typed	_____ /5
Graphic illustrations	_____ /5
Product described or identified	_____ /5

II. Poster Advertisement (25 Points)

Lettering neat	_____ /5
Message clear	_____ /5
Logo and company name clear	_____ /5
Artistic use of color	_____ /5
Space is well used	_____ /5

III. Business Letter (25 Points)

Full block style	_____ /5
Information clear	_____ /5
Grammar clear	_____ /5
Signature included	_____ /5
Margins and form followed, Letter is typed	_____ /5

IV. Video Commercial (25 Points)

One minute time	_____ /5
Message clear	_____ /5
Voice easily understood	_____ /5
Background appropriate	_____ /5
Script sells product	_____ /5

TOTAL _____ /100