

Letter Writing Rubric

	Glowing: 15 pts.	Showing: 10 pts.	Growing: 5 pts.
Conventions:	Letter is organized and all conventions are included.	Letter shows some organization and numerous conventions are included.	Letter is disorganized and few conventions are included.
Topic & Ideas:	All topics and ideas are addressed and personal comments and connections are added.	Numerous topics and ideas are addressed.	Few topics and ideas are addressed.
Word Choice & Voice:	Vivid and figurative language is utilized and the writer's voice is distinct.	Appropriate word choice is utilized and the writer's voice is clear.	Basic word choice is utilized and the writer's voice is vague.
Spelling & Grammar:	There are no mistakes in spelling and/or grammar.	There are few mistakes in spelling and/or grammar.	There are numerous mistakes in spelling and/or grammar.
Presentation:	Letter is written in cursive that is neat and legible; document is impeccable.	Letter is typed or written in print that is neat and legible; document is acceptable.	Letter is written in print or cursive that is messy and illegible; document is in poor condition.