



Pre AP Literary Letter Rubric

Big Ideas	4	3	2	1
Organization <ul style="list-style-type: none"> • Logical Structure • Salutation and Closing 	Your letter includes a greeting, closing, and signature; the body includes three indented, complete paragraphs	Your letter includes a greeting, closing, and signature; the body includes three indented, mostly complete paragraphs	Your letter includes a greeting, closing, and signature; the body includes three indented, somewhat complete paragraphs	Your letter may or may not include a greeting, closing, and signature; the body includes incomplete paragraphs
Development of Ideas <ul style="list-style-type: none"> • Structure appropriate to purpose/audience • Each paragraph focuses on a Main Idea • Well-Chosen Citations that Supporting Ideas or Explanation • One example of direct or indirect characterization 	Letter contains strong clear and concise for answers each prompt in correct order, provides strong direct or indirect characterization, contains thoughtful evidence with correct citations	Letter contains clear and concise answers for each prompt in correct order; provides adequate direct or indirect characterization; provides evidence with citations	Letters contains some clear for answers in correct order; provides unclear direct or indirect characterization; provides some evidence with some correct citations	Letter does not answer prompts, does not focus on a main idea, does not provide adequate characterization; does not provide evidence or citations
Author's Craft <ul style="list-style-type: none"> • Thoughtful Word Choice • Voice • Sentence Variety • Meaningful transitions 	Excellent variety of sentence beginnings and structures; one strong compound and one strong complex sentence, strong description and details, excellent use of transitions, effective word choice	Variety of sentence beginnings and structures; one compound and one complex sentence, adequate description and details; good use of transitions, mostly effective word choice	Lacking variety of sentence beginnings and structures; lacking either one compound or one complex sentence, weak description and details; few transitions, somewhat effective word choice	Lacking variety of sentence beginnings and structure; lacking both compound and complex sentence, lacking description and details; lacking transitions and effective word choice
Conventions <ul style="list-style-type: none"> • Capitalization • Usage <ul style="list-style-type: none"> -to/two/too -they're/there/their -your/you're • Punctuation • Spelling • Spaces between sentences 	No errors in spelling, grammar, capitalization, and punctuation.	Few errors in spelling, grammar, capitalization, and punctuation.	Some errors in spelling, grammar, capitalization, and punctuation.	Many errors in spelling, grammar, capitalization, and punctuation.

4 = 50

5-7 = 51-69

8-10 = 70-79

11-13 = 80-89

14-16 = 90-100

Literary Letter Process Grade

1st draft - typed, double-spaced in class ready for revising

2nd draft - show revisions for capitalization, punctuation, complete sentences, compound and complex sentences, sentence variety, word choice, and correct citations

Peer editing - completed peer editing sheet