**Email Response Rubric (Intermediate Mid Target)**

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| --- | --- | --- | --- | --- | --- | --- |
|  | **Exceeds Standards**  **(Intermediate High)**  **4 points** | **Meets Standards**  **(Intermediate Mid)**  **TARGET**  **3 points** | **Almost Meets Standards**  **(Intermediate Low)**  **2 Points** | **Emerging Standards**  **(Novice High)**  **1 Point** | **Student score**  **\_\_ /24** | **Teacher score**  **\_\_ / 24** |
| **Addresses the prompt** | ☐ Clearly provides all information requested in the email (e.g. responses to questions, request for details) | ☐ Provides all information requested in the email (e.g. responses to questions, request for details) | ☐ Provides most of the information requested in the email. | ☐ Provides some of the information requested in the email. | \_\_ / 4 | \_\_ / 4 |
| **Organization and Coherence** | ☐ Organized and coherent paragraphs: ideas stay on topic  ☐ Consistent use of a variety of transitional elements between paragraphs and ideas | ☐ Generally organized and coherent paragraphs: ideas stay on topic  ☐ Some use of transitional elements within paragraphs or ideas | ☐ Somewhat organized and coherent paragraphs  ☐ Infrequent use of transitional elements between paragraphs or ideas. | ☐ Organization and coherence of paragraphs is limited.  ☐ Transition use is very limited, or not at all. | \_\_ / 4 | \_\_ / 4 |
| **Function and Text Type** | ☐ Creates with language; asks and answers questions  ☐ Well connected paragraphs that stay on topic  ☐ Good use of details and elaboration | ☐ Creates with language; asks and answers questions  ☐ Sentences and strings of sentences that stay on topic  ☐ Loosely connected paragraphs  ☐ Some details and elaboration | ☐ Creates with language; asks and answers questions  ☐ Sentences and strings of sentences that stay on topic | ☐ Uses memorized words, phrases, and sentences | \_\_ / 4 | \_\_ / 4 |
| **Vocabulary and Idioms** | ☐ Vocabulary is varied and relevant, with minimal errors | ☐ Vocabulary is adequate and mostly relevant, with sporadic errors | ☐ Vocabulary is somewhat adequate and relevant, with some errors. | ☐ Vocabulary is limited and cannot provide the information requested. | \_\_ / 4 | \_\_ / 4 |
| **Language Control** | ☐ Only minimal errors (in grammar, word choice, character formation) when student creates with language, and meaning is clear | ☐ There are some errors (in grammar, word choice, character formation) when student creates with language, but meaning is generally clear | ☐ There are errors (in grammar, word choice, character formation) when student creates with language that may affect meaning | ☐ Frequent errors that interfere with meaning | \_\_ / 4 | \_\_ / 4 |
| **Cultural Information/ Register** | ☐ Accurate with details | ☐ Accurate with some details | ☐ Mostly Accurate with very few details | ☐ Somewhat accurate | \_\_ / 4 | \_\_ / 4 |

**Points Range - Suggestion: In your gradebook, the assignment should be out of 18, but students should be allowed to earn up to 24 points representing how far they exceeded the standard.**

22-24 Intermediate High

18-21 Intermediate Mid (Grade should be A)

12-17 Intermediate Low

6-11 Novice High

0-5 Novice Mid

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| **A** | **A-** | **B+** | **B** | **B-** | **C+** | **C** | **C-** | **F** |
| **18**  **and above** | **16-17** | **14-15** | **12-13** | **10-11** | **8-9** | **6-7** | **5** | **4**  **and below** |

**Email Response Rubric (Intermediate Low Target)**

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| --- | --- | --- | --- | --- | --- | --- |
|  | **Meets Standards**  **(Intermediate Mid)**  **TARGET**  **4 points** | **Almost Meets Standards**  **(Intermediate Low)**  **3 Points** | **Emerging Standards**  **(Novice High)**  **2 Point** | **Emerging Standards**  **(Novice Mid)**  **1 Point** | **Student score**  **\_\_ /24** | **Teacher score**  **\_\_ / 24** |
| **Addresses the prompt** | ☐ Provides all information requested in the email (e.g. responses to questions, request for details) | ☐ Provides most of the information requested in the email. | ☐ Provides some of the information requested in the email. | ☐ Provides a little of the information requested in the email. | \_\_ / 4 | \_\_ / 4 |
| **Organization and Coherence** | ☐ Generally organized and coherent paragraphs: ideas stay on topic  ☐ Some use of transitional elements within paragraphs or ideas | ☐ Somewhat organized and coherent paragraphs  ☐ Infrequent use of transitional elements between paragraphs or ideas. | ☐ Organization and coherence of paragraphs is limited.  ☐ Transition use is very limited, or not at all. | ☐ Organization and coherence of paragraphs is very limited. | \_\_ / 4 | \_\_ / 4 |
| **Function and Text Type** | ☐ Creates with language; asks and answers questions  ☐ Sentences and strings of sentences that stay on topic  ☐ Loosely connected paragraphs  ☐ Some details and elaboration | ☐ Creates with language; asks and answers questions  ☐ Sentences and strings of sentences that stay on topic | ☐ Uses memorized words, phrases, and sentences | ☐ Uses memorized words, phrases, but few if any complete sentences | \_\_ / 4 | \_\_ / 4 |
| **Vocabulary and Idioms** | ☐ Vocabulary is adequate and mostly relevant, with sporadic errors | ☐ Vocabulary is almost adequate and relevant, with some errors. | ☐ Vocabulary is somewhat adequate and relevant, with some errors | ☐ Vocabulary is very minimal and cannot provide the information requested. | \_\_ / 4 | \_\_ / 4 |
| **Language Control** | ☐ There are some errors (in grammar, word choice, character formation) when student creates with language, but meaning is generally clear | ☐ There are errors (in grammar, word choice, character formation) when student creates with language that may affect meaning | ☐ Frequent errors that interfere with meaning | ☐ Frequent errors that interfere with meaning | \_\_ / 4 | \_\_ / 4 |
| **Cultural Information/ Register** | ☐ Accurate with some details | ☐ Mostly Accurate with very few details | ☐ Somewhat accurate | ☐ Somewhat accurate | \_\_ / 4 | \_\_ / 4 |

**Points Range - Suggestion: In your gradebook, the assignment should be out of 18, but students should be allowed to earn up to 24 points representing how far they exceeded the standard.**

19 or above (Intermediate Mid - Grade should be A)

18 (Intermediate Low - Grade should be A)

12-17 Novice High

6-11 Novice Mid

0-5 Novice Low

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| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **A** | **A-** | **B+** | **B** | **B-** | **C+** | **C** | **C-** | **F** |
| **18**  **and above** | **16-17** | **14-15** | **12-13** | **10-11** | **8-9** | **6-7** | **5** | **4**  **and below** |