**Friendly Letter Rubrics- Language Arts and Reading**

**NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_**

***Language Arts:***

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **1** | **2** | **3** | **4** | **5** |
| Organization-Greeting-Date-Body-Conclusion-Closing | 1 of 5 parts | 2 of 5 parts | 3 of 5 parts | 4 of 5 parts | All parts |
| Usage | 5 or more usage errors | 4 usage errors | 3 usage errors | 2 usage errors | 1 or less usage errors |
| Punctuation | 5 or more punct. errors | 4 punct. errors | 3 punct. errors | 2 punct. errors | 1 or less punct. error |
| Capitalization | 5 or more capital. errors | 4 capital. errors | 3 capital. errors | 2 capital. errors | 1 or less capital. error |
| Spelling | 5 or more spelling errors | 4 spelling errors | 3 spelling errors | 2 spelling errors | 1 or less spelling error |
| **TOTAL** |  |  |  |  |  / 25 |

***Reading (Response to Literature):***

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **1** | **2** | **3** | **4** | **5** |
| Summary | Includes 1 part of story | Includes 2 parts of story | Includes 3 parts of story | Includes 4 parts of story | All parts of story |
| Organization | No organization | I do not have much of a beginning, middle & end | I have part of a beginning, middle & end | I have most of a beginning, middle & end | I have a clear beginning, middle & end |
| Ideas | My ideas are not clear at all | My ideas are a little clear | My ideas are mostly clear | My ideas are clear with some details | My ideas are clear with MANY details |
| Word Choice | Left out important words & used boring words | Few words form a picture | Some of words form a picture | Words form close to a clear picture | Words form a clear picture |
| Presentation | Writing is sloppy with a lot of smudges | Writing is legible, but still somewhat sloppy | Writing is legible with only a couple of smudges | Writing is neat with a smudge or two | Writing is neat with no smudges |
| **TOTAL** |  |  |  |  |  / 25 |