# LEGAL WRITING ASSIGNMENTS RUBRIC

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| **OUTSTANDING****5 points** | **PROFICIENT****4 points** | **AVERAGE****3 points** | **BELOW AVERAGE****2 points** |  |
|  **FORMAT / MECHANICS** |
|  |  |  |  | **ALL REQUIRED COMPONENTS ARE PRESENT** |
|  |  |  |  | **ADHERENCE TO SAME FORMAT THROUGHOUT THE DOCUMENT** |
|  |  |  |  | **ADHERENCE TO SAME FONT, TYPE SIZE, MARGINS THROUGHOUT DOCUMENT** |
|  |  |  |  | **CORRECT GRAMMAR** |
|  |  |  |  |  **CORRECT WORD USAGE** |
|  |  |  |  | **CORRECT SPELLING** |
|  |  |  |  | **CORRECT PUNCTUATION** |
|  |  |  |  | **COHERENT SENTENCE STRUCTURE** |
|  |  |  |  | **FREE OF SLANG, JARGON, CLICHES** |
|  |  |  |  | **QUOTATIONS, IF USED, ARE PROPERLY FORMATTED** |
|  |  |  |  | **CORRECT CITATION FORMAT** |
|  |  |  |  | **CITATION FORM IS CONSISTENT THROUGH DOCUMENT (BLUEBOOK; ALWD, ETC)** |
|  **CONTENT** |
|  |  |  |  | **CONTENT RELATES TO ASSIGNMENT/INSTRUCTIONS WERE FOLLOWED** |
|  |  |  |  |  **PURPOSE OF THE DOCUMENT IS CLEARLY IDENTIFIED** |
|  |  |  |  | **ADDRESSES THE AUDIENCE TO WHICH IT IS INTENDED** |
|  |  |  |  | **APPROPRIATE VOICE: ADVERSARIAL, INFORMATIVE, TRANSACTIONAL, ETC** |
|  |  |  |  |  **CONTENT REFLECTS SPECIFICITY – CLEAR EXAMPLES AND** **APPROPRIATE LEGAL SUPPORT ARE PROVIDED** |
|  |  |  |  |  **DEMONSTRATES LOGICAL ORGANIZATION** |
|  |  |  |  |  **IDEAS ARE CLEARLY EXPRESSED** |
|  |  |  |  |  **BREADTH AND DEPTH ARE APPROPRIATE FOR THE ASSIGNMENT** |