

Essay Grading Checklist

>>> Upload to Oh-o! Meiji: ☐ Prewriting (PDF) x2 ☐ Draft (docx) ☐ Draft (PDF)
☐ Checklist (PDF) [Submit D1 Checklist at time of D2 submission]

File renaming style: Taro Tanaka T4D1 Prewriting Taro Tanaka T4D1 Taro Tanaka T4D1 Checklist

Draft 1 (TOTAL: _____ / 360)	Draft 2 (TOTAL: _____ / 330)
On time? ☐ Yes ☐ No = DRAFT = 0	On time? ☐ Yes ☐ No = DRAFT = 0
Physical draft? ☐ Yes ☐ No = DRAFT = 0	Physical draft? ☐ Yes ☐ No = DRAFT = 0
Just 1 paragraph? DRAFT = 0, no checking	Only 1 paragraph DRAFT = 0, no checking
PREWRITING: ☐ Yes ☐ No = DRAFT = 0	PREWRITING: ☐ Yes ☐ No = DRAFT = 0
☐ Brainstormed MORE ideas for topic than will be used? 0 ■ 10	☐ Done correctly (if redone)? 0 ■ 10
☐ Idea support also brainstormed? 0 ■ 10	
☐ Ideas clearly kept / cut? 0 ■ 10	
☐ ONLY the kept ideas in ¶ ? 0 ■ 10	
☐ Outline (done correctly)? 0 ■ 10	
☐ Header: 0 5 10	☐ Header: 0 5 10
☐ Footer: 0 5 10	☐ Footer: 0 5 10
☐ Title: 0 5 10	☐ Title: 0 5 10
----- WRITING -----	
Introductory ¶	Introductory ¶
☐ Narrows down? 0 5 10	☐ Narrows down? 0 5 10
☐ Sufficient length? 0 5 10	☐ Sufficient length? 0 5 10
☐ M.I.S. last (only 1) sentence? 0 ■ 10	☐ M.I.S. last (only 1) sentence? 0 ■ 10
☐ Clear topic + controlling idea? 0 ■ 10	☐ Clear topic + controlling idea? 0 ■ 10
☐ M.I.S. done correctly? 0 ■ 10	☐ M.I.S. done correctly? 0 ■ 10
☐ M.I.S. copied 100%? 0 ■ 10	☐ M.I.S. copied 100%? 0 ■ 10
☐ On topic of the assignment? 0 ■ 10	☐ On topic of the assignment? 0 ■ 10
Body ¶ 1	Body ¶ 1
☐ T.S. copied 100% 0 ■ 10	☐ T.S. copied 100% 0 ■ 10
☐ T.S. supports M.I.S.? 0 ■ 10	☐ T.S. supports M.I.S.? 0 ■ 10
☐ Support 0 5 10	☐ Support 0 5 10
Body ¶ 2	Body ¶ 2
☐ T.S. copied 100% 0 ■ 10	☐ T.S. copied 100% 0 ■ 10
☐ T.S. supports M.I.S.? 0 ■ 10	☐ T.S. supports M.I.S.? 0 ■ 10
☐ Support 0 5 10	☐ Support 0 5 10
Body ¶ 3	Body ¶ 3
☐ T.S. copied 100% 0 ■ 10	☐ T.S. copied 100% 0 ■ 10
☐ T.S. supports M.I.S.? 0 ■ 10	☐ T.S. supports M.I.S.? 0 ■ 10
☐ Support 0 5 10	☐ Support 0 5 10
Concluding ¶	Concluding ¶
☐ C.S. copied 100% 0 ■ 10	☐ C.S. copied 100% 0 ■ 10
☐ Functions as C ¶ ? 0 5 10	☐ Functions as C ¶ ? 0 5 10
☐ Sufficient length? 0 5 10	☐ Sufficient length? 0 5 10
----- EDITING, ETC. -----	
☐ Grammar 0 5 10	☐ Grammar 0 5 10
☐ Vocabulary 0 5 10	☐ Vocabulary 0 5 10
☐ Layout (spacing, font, etc.) 0 5 10	☐ Layout (spacing, font, etc.) 0 5 10
☐ Looks like target-style essay? 0 5 10	☐ Looks like target-style essay? 0 5 10
☐ Files ok? (e.g., formats, renamed correctly, all files uploaded) 0 ■ 25	☐ Files ok? (e.g., formats, renamed correctly, all files uploaded) 0 ■ 25
☐ THIS SHEET SIDE COMPLETED (with ✓ in boxes) + SUBMITTED 0 ■ 25	☐ THIS SHEET SIDE COMPLETED (with ✓ in boxes) + SUBMITTED 0 ■ 25