

Student Name					
Class					
Instructor					
Date Report Submitted					
CATEGORY	4-5	3-4	2-3	1-2	Score
Organization	Summary is organized completely in accordance with the mandatory format outlined in the formal assignment sheet.	Summary deviates from the required mandatory (or two sections absent)	Summary deviates from the required mandatory format in 4 to 5 sections (or 4 to 5 sections absent)	Report completely deviates from the required format (more than 5 sections absent)	
Mechanics	No grammatical, spelling or punctuation errors.	Almost no grammatical, spelling or punctuation errors	A few grammatical spelling, or punctuation errors.	Many grammatical, spelling, or punctuation errors.	
Quality and completeness of summary	Summarized all the relevant studies presented in the review and included 4+ supporting details and/or examples.	Summarized all the relevant studies presented in the review and included 2-3 supporting details and/or examples.	Summarized some of the relevant studies presented in the review and provided 1 supporting detail and/or example.	Summarized 1 of the relevant studies presented in the review and provided no details and/or examples.	
Metacognition	The student completed a 100-word reflective 1-minute essay on "what you think are the things that make your 2nd draft much better than your first draft". Then used this reflection to greatly improve the revised work.	The student partially completed a 100-word reflective 1-minute essay (50-70 words) on "what you think are the things that make your 2nd draft much better than your first draft". Then used this reflection to improve the revised work	The student barely completed a 100-word reflective 1-minute essay (30-40 words) on "what you think are the things that make your 2nd draft much better than your first draft", but did NOT correctly use their SELF FEEDBACK to successfully modify the revised work.	The student did NOT complete a 100-word reflective 1-minute essay AT ALL (0 words) on "what you think are the things that make your 2nd draft much better than your first draft". And hence could NOT use the reflection to improve the revised work.	
Revision	Both peer and instructor feedback were used for drafts 1 and 2 and were used in such a way as to improve the essay.	Both peer and instructor feedback were used for drafts 1 but not 2 or 2 but not 1 and were used to improve the essay	Peer alone or Instructor alone feedback were used to improve the outcome of both drafts	Neither peer nor instructor feedback was used to improve the outcome of either draft	
Sources	All sources are accurately documented in the desired format.	Most sources are accurately documented, but a few are not in the desired format and 1-2 references are missing.	Some sources are accurately documented, but many are not in the desired format and 1-2 references are missing	Many sources are not accurately documented in the proper format and more than 2 sources are missing entirely	