

General Grading Guidelines for Written Assignments

D = incomplete - elements missing from assignment

C = complete - all elements/components of assignment appear in work presented

B = complete AND correct (MUGS*, formatting**, etc.)

A = complete, correct AND creative (goes beyond minimum requirements in multiple areas)

***M**echanics, **U**sage, **G**rammar, **S**pelling Errors at minimum, don't obscure message of the writing

** Outline (I,II; A,B; 1,2; a,b; etc.)

List of References – Alphabetical order with hanging indents