

Rubrics & Checklists

fulfilling

Common Core Standards

for

Fourth Grade

Informative Writing

- Self-evaluation that's easy to use and comprehend
- Scoring that's based on Common Core expectations
- Checklists that lead students through the entire writing process

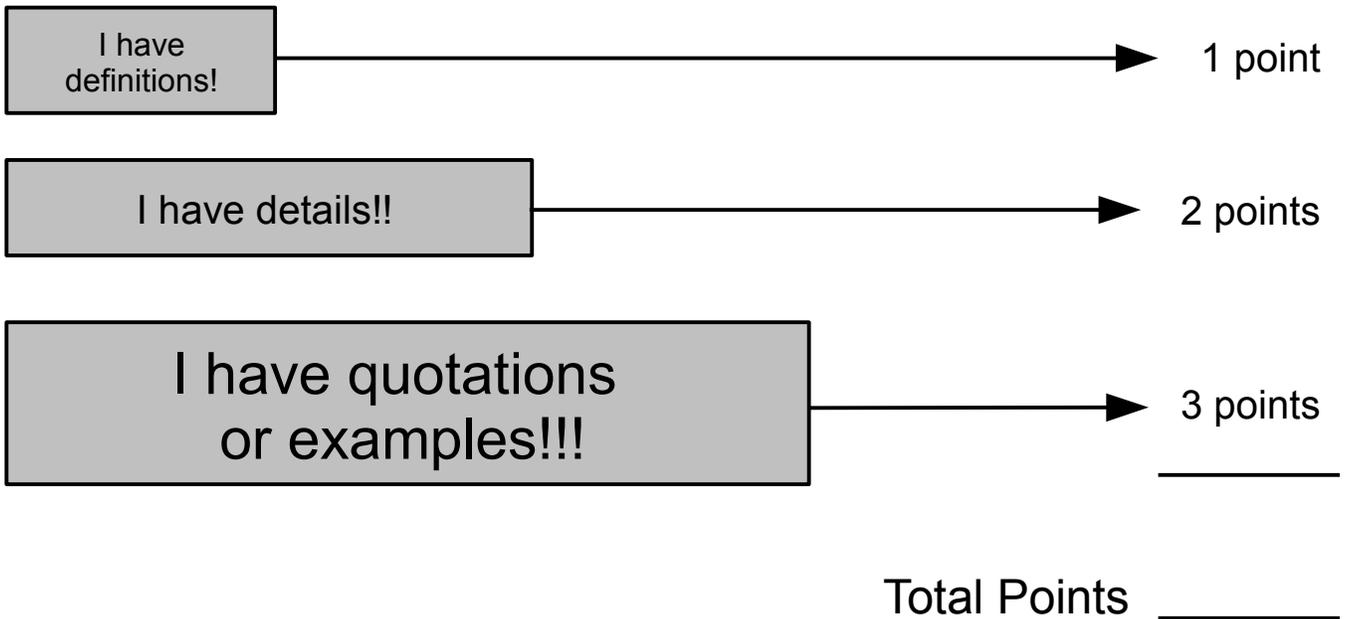
presented by  
[allwritewithme.com](http://allwritewithme.com)

# Planning Checklist

- \_\_\_\_\_ I thought about what interests me the most about my topic.
- \_\_\_\_\_ I wrote down things I already know about my topic.
- \_\_\_\_\_ I wrote down things I want to learn about my topic.
- \_\_\_\_\_ I thought about what my audience would want to know about this topic.
- \_\_\_\_\_ I made an outline that answers the requirements of this assignment.
- \_\_\_\_\_ I read and understood articles and/or books about my topic.
- \_\_\_\_\_ I found concrete, specific details about my topic and/or specific examples that relate to my topic.
- \_\_\_\_\_ I investigated different aspects about my topic.
- \_\_\_\_\_ I took accurate notes about what I learned.
- \_\_\_\_\_ I used my own words in my notes.
- \_\_\_\_\_ I used sources that I trust.
- \_\_\_\_\_ I used different sources.
- \_\_\_\_\_ I wrote down interesting quotations from my sources.
- \_\_\_\_\_ I made a list of my sources.
- \_\_\_\_\_ The information I gathered relates to my topic.
- \_\_\_\_\_ The information I gathered is interesting.
- \_\_\_\_\_ The information I gathered is important for my topic.
- \_\_\_\_\_ I sorted what I knew and/or found out about my topic into different sections and thought about what headings I could use for each section.
- \_\_\_\_\_ I looked for illustrations and/or other multimedia that relate to my topic.
- \_\_\_\_\_ I spent enough time researching and thinking about my topic.

# Check Your Content

1. Open your paper on your computer.
2. Highlight facts in yellow.
3. Highlight definitions in green.
4. Highlight details in blue.
5. Highlight quotations and examples in orange.
6. Select "File." Select "Save as."
7. In the File Name Box, add the word "Content" at the end of your file name.
8. Select "Save."
9. Look at your highlighting to figure your score.



# Check Your Connections

1. Open your paper on your computer.
2. Highlight linking words in yellow.
3. Select "File." Select "Save as."
4. In the File Name Box, add the word "Connections" at the end of your file name.
5. Select "Save."
6. Look at your highlighting to figure your score.

I connected different ideas within a category with linking words like "also," "and," "another," "more" and "but"!!

→ 2 points

I also used linking words and phrases like "for example" and "because"!!!

→ 3 points

I used linking words to connect different categories of information!!!!

→ 4 points

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Total Points \_\_\_\_\_

# Check Your Introduction

1. Open your paper on your computer.
2. Highlight your introduction in yellow.
3. Select "File." Select "Save as."
4. In the File Name Box, add the word "Intro" at the end of your file name.
5. Select "Save."
6. Look at your highlighting to figure your score.

I have an introduction for my topic!	→	1 point
I introduced my topic in my opening paragraph!!	→	2 points
My introduction is easy to read and understand!!!	→	3 points
		_____
	Total Points	_____

# Check Your Middle

1. Open your paper on your computer.
2. Choose a different color to highlight each point in your paper. Include all the information that goes with each point.
3. Select "File." Select "Save as."
4. In the File Name Box, add the word "Middle" at the end of your file name.
5. Select "Save."
6. Look at your highlighting to figure your score.

I used facts and definitions to develop each point! → 1 point

I grouped related information together!! → 2 points

I used paragraphs and sections to group related information!!! → 3 points

My paragraphing and sections will make sense to my readers and help them understand my information!!!! → 4 points

Total Points \_\_\_\_\_

# Check Your Ending

1. Open your paper on your computer.
2. Highlight your conclusion in blue.
3. Select "File." Select "Save as."
4. In the File Name Box, add the word "Ending" at the end of your file name.
5. Select "Save."
6. Look at your highlighting to figure your score.

I have a conclusion!!

2 points

My conclusion relates  
to the information  
in my paper!!!

3 points

Total Points

# Check Your Wording

1. Open your paper on your computer.
2. Highlight adjectives and adverbs in blue.
3. Highlight words that are specific to your topic in green.
4. Highlight descriptions of actions or emotions in orange.
5. Highlight comparisons of ideas or information in gray.
6. Select "File." Select "Save as."
7. In the File Name Box, add the word "Wording" at the end of your file name.
8. Select "Save."
9. Look at your highlighting to figure your score.

I have adjectives and adverbs to describe details!	→	1 point
I have specific words that relate to my topic!!	→	2 points
I have specific words that describe actions or emotions!!!	→	3 points
I used words or phrases to compare or contrast ideas and/or information!!!!	→	4 points
		_____
	Total Points	_____

# Check Your Effect

1. Open your paper on your computer.
2. Highlight words and phrases that will affect your readers in yellow.
3. Bold words and phrases that show how you think or feel about your topic.
4. Italicize phrases and clauses.
5. Select "File." Select "Save as."
6. In the File Name Box, add the word "Effect" at the end of your file name.
7. Select "Save."
8. Look at your highlighting, and bolded and italicized words to figure your score.

I have words or phrases that will affect my readers!!

2 points

I have words or phrases that communicate my beliefs, my thoughts, or my feelings about my topic!!!

3 points

I used a variety of sentence structures to increase my readers' understanding and interest!!!!

4 points

Total Points \_\_\_\_\_

# Revising Checklist

- \_\_\_\_\_ I put this paper away then re-read it with fresh eyes.
- \_\_\_\_\_ I followed my outline.
- \_\_\_\_\_ I thought about the strengths and weaknesses of my paper based on my reaction.
- \_\_\_\_\_ I asked others for their opinions.
- \_\_\_\_\_ I questioned others about their opinions until I understood what they meant.
- \_\_\_\_\_ I thought about the strengths and weaknesses of my paper based on others' reactions.
- \_\_\_\_\_ I considered other ways to handle this assignment.
- \_\_\_\_\_ I tried some changes to my paper based on my reaction and others' reactions.
- \_\_\_\_\_ I compared before and after changes.
- \_\_\_\_\_ I made changes to my paper that make it more effective.
- \_\_\_\_\_ I spent enough time revising my paper.

# Editing Checklist

- \_\_\_\_\_ I used a dictionary for words I didn't know how to spell.
- \_\_\_\_\_ I capitalized the first word in my sentences, dates and holidays, proper nouns and appropriate words in titles.
- \_\_\_\_\_ I used correct punctuation at the end of my sentences.
- \_\_\_\_\_ My addresses, dates, and anything I listed (nouns, adjectives, verbs) have commas in the correct places.
- \_\_\_\_\_ If I included people talking or quotations from a text, I used quotation marks and commas.
- \_\_\_\_\_ I used commas before coordinating conjunctions in compound sentences.
- \_\_\_\_\_ My verbs agree with their subjects.
- \_\_\_\_\_ I used the same verb tense - past, present, or future - for my whole paper.
- \_\_\_\_\_ I used the correct form for irregular verbs.
- \_\_\_\_\_ I used complete sentences.
- \_\_\_\_\_ I corrected sentence fragments and run-on sentences.
- \_\_\_\_\_ I have a variety of sentence structures, including simple, compound, and complex.
- \_\_\_\_\_ I used adjectives to describe nouns and adverbs to describe verbs.

# Alignment with the Common Core Standards Informative Writing - 4th Grade

## Check Your Content Rubric

### Criteria

I have definitions

I have details

I have quotations or examples

### Standard

W.2.2

W.3.2b

W.4.2b

## Check Your Connections Rubric

### Criteria

I connected different ideas within a category with linking words like "also," "and," "another," "more," and "but"

I also used linking words and phrases like "for example," and "because"

I used linking words to connect different categories of information

### Standard

W.3.2c

W.4.2c

W.5.2c

## Check Your Introduction Rubric

### Criteria

I have an introduction for my topic

I introduced my topic in my opening paragraph

My introduction is easy to read and understand

### Standard

W.2.2

W.3.2a

W.4.2a

## Check Your Middle Rubric

### Criteria

I used facts and definitions to develop each point

I grouped related information together

I used paragraphs and sections to group related information

My paragraphing and sections will make sense to my readers and help them understand the information

### Standard

W.2.2

W.3.2a

W.4.2a

W.5.2a

## Check Your Ending Rubric

### Criteria

I have a conclusion

My conclusion relates to the information in my paper

### Standard

W.3.2d

W.4.2e

## Check Your Wording Rubric

### Criteria

I have adjectives and adverbs to describe details

I have specific words that relate to my topic

I have specific words that describe actions or emotions

I used words or phrases to compare or contrast ideas and/or information

### Standard

L.2.6

L.3.6

L.4.6

L.5.6

## Check Your Effect Rubric

<b>Criteria</b>	<b>Standard</b>
I have words or phrases that will affect my readers	L.3.3a
I have words or phrases that communicate my beliefs, my thoughts, or my feelings about my topic	L.4.3a
I used a variety of sentence structures to increase my readers' understanding and interest	L.5.3a

## Checklists

	<b>Standards</b>
<b>Planning</b>	W.4.2, W.4.2a, W.4.2b, W.4.4, W.4.5, W.4.7, W.4.8, W.4.9, W.4.10
<b>Revising</b>	W.4.4, W.4.5, W.4.6, W.4.10
<b>Editing</b>	L.4.1, L.4.1f, L.4.2, L.4.2a, L.4.2b, L.4.2c, L.4.2d