Procedural Texts
Evaluation Rubric

Student _________________________________________________________________ Grade _____

Teacher _________________________________________________ Date _______________________

Directions: Use the rubric to evaluate your students’ completed procedural texts. To receive an exemplary score (4), a student’s work should reflect the criteria described below.

<table>
<thead>
<tr>
<th>Score</th>
<th>Traits</th>
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| 4     | Planning and Implementation  
The writer’s ideas are clear, well organized, and well developed.  
The procedural text . . .  
• has a catchy title.  
• is logically sequenced.  
• includes easily understood ideas.  
• includes descriptive words and phrases, including adjectives and prepositional phrases, that show not tell.  
• includes words that help the reader make a personal connection to the text.  
• includes various sentence structures (starts with different words, long and short sentences, dependent clauses) to make the writing clearer. |
| 3     | Evidence of Genre Characteristics  
The procedural text . . .  
• has an introduction that conveys the purpose of the procedure (voice).  
• has a concise bulleted list of materials listed in the order of use.  
• includes numbered steps or instructions written in paragraph form with signal language.  
• includes short sentences with command verbs.  
• uses graphic features with captions to show steps.  
• includes helpful tips. |
| 2     | Grammar, Usage, and Mechanics  
The procedural text includes . . .  
• complete sentences including commands.  
• correct subject/verb agreement.  
• correct punctuation (commas in a series, commas used to set apart words in text).  
• correct capitalization.  
• correct spelling.  
• indented paragraphs. |

Key:  
1-Beginning  2-Developing  3-Accomplished  4-Exemplary

Comments: