

Research Paper: Preliminary Work Rubric

Name _____
 Author of Work _____ Title of Work _____

Due Date _____ Assignment/Grading Criteria _____ Point Value _____

| | | |
|-------------|---|------------|
| 1/9 | Signatures and materials | /15 |
| | We have reviewed and discussed the research paper requirements, deadlines, and point values. We have also carefully read and discussed the definition of and consequences for intentional and unintentional plagiarism. As this student's parent, I approve the topics he/she has chosen as possible assignments. | |
| | Student signature _____ | /2 |
| | Parent signature _____ | /3 |
| | Materials | /10 |
| | Folder with pockets and brackets | /3 |
| | At least 15 lined 3x5 notecards and paper clips | /3 |
| | At least \$5 for copies (in Ziploc bag) | /2 |
| | Highlighter(s) | /2 |
| 1/13 | Primary Source – Anthology/Textbook (1) | /10 |
| | Short Story or Poem is photocopied | /4 |
| | Stapled if more than one page; page numbers visible | |
| | Title page provided | |
| | Bibliography Card | /6 |
| | Paperclipped to source copy | |
| | Use of proper MLA documentation (order, indentation, capitalization, underlining, punctuation, etc) | |
| | Source is annotated thoroughly (key passages highlighted/notes in margins) | |
| | Indicate which passages will be quoted | /10 |
| | Subject: _____ | /5 |
| | Thematic Statement: _____ | /10 |
| 1/20 | Secondary Sources – Periodicals (2) | /20 |
| | Periodicals are photocopied | /8 |
| | Stapled if more than one page; page numbers are visible | |
| | Bibliographic information provided | |
| | Bibliography Cards | /12 |
| | Paperclipped to source copy | |
| | Use of proper MLA documentation (order, indentation, capitalization, underlining, punctuation, etc) | |
| | Sources are thoroughly annotated (key passages highlighted/notes in margins) | |
| | Indicate which passages will be quoted and paraphrased | /15 |
| 1/23 | Works Cited Page (typed; rough draft) | /10 |
| | Proper format (see handbook) | |
| | Name and page number in right corner (no MLA heading) | |
| | Centered title (no underline, bold, quotation marks, etc.) | |
| | Double-spaced throughout | |
| | Alphabetical order (disregarding <i>a</i> , <i>an</i> , and <i>the</i>) | |
| | Properly indented | |
| | Corrections made to all citations (see bib. cards) | |

| | | | |
|-----------------------------------|--|-----|-------------|
| 1/24 | Thesis and Outline | | /40 |
| | Thesis meets requirements | /10 | |
| | Written in the outline | | |
| | Complete sentence | | |
| | Clear | | |
| | Punctuation/spelling/etc | | |
| | States an argument; not a 3-pt thesis | | |
| | Outline requirements | /30 | |
| | At least 4 Roman Numerals | | |
| | At least an A & B for each numeral | | |
| | At least a 1 & 2 for each letter | | |
| | “Introduction” and “Conclusion” included | | |
| | Follows traditional format | | |
| | Including indentation | | |
| | Consistent in format | | |
| | All fragments | | |
| 1/27 | Introduction Paragraph | | /10 |
| | Complete paragraph | | |
| | General, with no citations | | |
| | Creates interest for the reader | | |
| | Thesis is last sentence | | |
| | Thesis meets requirements | | |
| 1/30 | Rough Draft and Works Cited Page | | /55 |
| | Rough Draft | /40 | |
| | Typed | /5 | |
| | Proper MLA heading | /2 | |
| | Proper MLA formatting (font, margins, etc.) | /8 | |
| | Required length (3-5 pages, double-spaced) | /5 | |
| | Contains parenthetical documentation | | |
| | Correctly formatted | /10 | |
| | Author name and page number; article title/topic in quotation marks if no author; space between; no comma; no “pg.”; etc. | | |
| | No plagiarism | /10 | |
| | No quotes without quotation marks, no plagiaphrasing, no mistaken credit, etc. | | |
| | Works Cited Page | /15 | |
| | Stapled to back of rough draft; contains only and all sources used in the draft | | |
| | /5 | | |
| | Proper format | /10 | |
| | Name and page number in right corner (no MLA heading) | | |
| | Centered title (not underline, bold, quotation marks, etc.) | | |
| | Double-spaced throughout | | |
| | Alphabetical order (disregarding <i>a</i> , <i>an</i> , and <i>the</i>) | | |
| | Properly indented | | |
| | Corrections made to all citations (see bib. cards) | | |
| Total for Preliminary Work | | | /200 |