

## RUBRIC TO ASSESS a sorry letter

Student's name: \_\_\_\_\_

| ASPECTS                              | 4 EXCELLENT   | 3 GOOD   | 2 NEED IMPROVEMENT   | 1 LOW PERFORMANCE  |
|--------------------------------------|---|--|--|--|
| <b>Structure</b>                     | The sorry letter has an excellent structure.  | The sorry letter has a good structure.   | The structure of the letter needs to improve.  | The sorry letter does not have the right structure.  |
| <b>Expressions</b>                   | The student includes in his/her letter more than 4 sorry expressions.                     | The student includes in his/her letter 3 or 4 sorry expressions.                     | The student includes in his/her letter sorry 1 or 2 sorry expressions.                                       | The student does not include sorry expressions.  |
| <b>Picture</b>                       | The student includes a beautiful picture.   | The student includes a nice picture.   | The student includes a picture which needs to improve  | The student includes a poor picture or does not include one.                                       |
| <b>Letter</b>                        | The student writes a draft. The letter is clean, and the paper is in excellent condition. | The student writes a draft. The letter is clean, and the paper is in good condition. | The student writes a draft, but the letter is not very clean and the condition of the paper could be better. | The student doesn't write a draft, the letter is not clean, and the condition of the paper is bad. |
| <b>Grammar and spelling mistakes</b> | There are not grammar or spelling mistakes.   | There are two or three spelling or grammar mistakes.                                 | There are four or five spelling or grammar mistakes.   | Full of spelling and grammar mistakes  |

