

**THURGOOD MARSHALL ACADEMY PCHS**  
**PORTFOLIO EXHIBITION**  
**GRADE 11 FALL EXECUTIVE SUMMARY RUBRIC**

| <i>Category</i>                                       | <i>Exceeds Expectations</i>                                                                                                                                                                                                                                                                                                              | <i>Meets Expectations</i>                                                                                                                                                                                                   | <i>Working Towards Expectations</i>                                                                                                                                                                                    | <i>Does Not Meet Expectations</i>                                                                                                                                                           | <i>Missing</i>                                                             |
|-------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------|
| <b><i>Ideas and Content</i></b><br><i>(15 points)</i> | <p>The summary has details and outlines each element of the portfolio. The ideas are original, and the manner that the summary addresses the audience is appropriate.</p> <p style="text-align: center;"><b>AND</b></p> <p>The summary provides thoughtful and critical reflection of each element of the portfolio.<br/>(15 points)</p> | <p>The summary has details and outlines each element of the portfolio. The ideas are original, and the manner that the summary addresses the audience is appropriate.</p> <p style="text-align: center;">(12.75 points)</p> | <p>The summary may have direction, but the writer did not go far enough to make his/her point. Few details are included and the information is somewhat unclear.</p> <p style="text-align: center;">(11.25 points)</p> | <p>The summary did not address one or more assigned topics. The writer repeats him/herself often and the information is unclear/ limited.</p> <p style="text-align: center;">(9 points)</p> | <p>Component is missing.</p> <p style="text-align: center;">(0 points)</p> |
| <b><i>Word Choice</i></b><br><i>(10 points)</i>       | <p>The writer uses vocabulary not often found in everyday conversation. Sentence structure is varied. The vocabulary used is developed and appropriate for the text.<br/>(10 points)</p>                                                                                                                                                 | <p>The words are mostly original and attempt to bring the paper to life. There are some attempts to use energetic verbs and new words.<br/>(8.5 points)</p>                                                                 | <p>The writer makes an attempt to be original, although words are sometimes misused. Sentence structure is not varied and/or slightly unclear.<br/>(7.5 points)</p>                                                    | <p>The writing is unclear. Many words are vague (e.g. "stuff" or "things"). Words are misused and/or repeated over and over.<br/>(6 points)</p>                                             | <p>Component is missing.</p> <p style="text-align: center;">(0 points)</p> |

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| <p><b>Format &amp; Organization</b><br/>(15 points)</p> | <p>Each paragraph in the summary is distinct and addresses one component of the portfolio.<br/>The summary is typed and <b>includes ALL</b> of the following formatting elements:</p> <ul style="list-style-type: none"> <li>• 2-5 pages</li> <li>• Double-Sided</li> <li>• 1-inch margins</li> <li>• Single spaced paragraphs</li> <li>• Introduction &amp; conclusion paragraphs                             <ul style="list-style-type: none"> <li>• Heading</li> </ul> </li> </ul> <p>(15 points)</p> | <p>Each paragraph in the summary is distinct and addresses one component of the portfolio.<br/>The summary is typed and <b>includes 5</b> of the following formatting elements:</p> <ul style="list-style-type: none"> <li>• 2-5 pages</li> <li>• Double-Sided</li> <li>• 1-inch margins</li> <li>• Single spaced paragraphs</li> <li>• Introduction &amp; conclusion paragraphs                             <ul style="list-style-type: none"> <li>• Heading</li> </ul> </li> </ul> <p>(12.75 points)</p> | <p>Paragraphs are not distinct and address multiple topics.</p> <p style="text-align: center;"><b>OR</b></p> <p>The summary is typed.<br/>There are 2-3 formatting elements missing.</p> <p>(11.25 points)</p> | <p>Summary is not in paragraph form.</p> <p style="text-align: center;"><b>OR</b></p> <p>There are more than 3 formatting elements missing or incorrect.</p> <p>(9 points)</p> | <p>Component is missing.</p> <p>(0 points)</p>                                       |
| <p><b>Editing and Proofreading</b><br/>(10 points)</p>  | <p>There are no spelling, grammatical, or typographical errors.<br/>The writing was clearly revised multiple times.</p> <p>(10 points)</p>                                                                                                                                                                                                                                                                                                                                                                | <p>There are 1-3 spelling, grammatical, or typographical errors.</p> <p>(8.5 points)</p>                                                                                                                                                                                                                                                                                                                                                                                                                   | <p>There are 4-6 spelling, grammatical, or typographical errors.</p> <p>(7.5 points)</p>                                                                                                                       | <p>There are 6-8 spelling, grammatical, or typographical errors.</p> <p>(6 points)</p>                                                                                         | <p>There are more than 8 grammatical, or typographical errors.</p> <p>(0 points)</p> |

Executive Summary Total Points: \_\_\_\_\_/50 points