

J463/563: Idea Memo Part One Rubric

Total points possible: 50 (25 for content and 25 for edits)

- Edits will be graded according to editing scale in syllabus; editing scores will be converted to a 25-point scale. (See next page for synopsis of syllabus.)
- Content will be graded according to the table below.

Content

	High (8-10 pts.)	Mid (4-7 pts.)	Low (0-3 pts.)
AI questions	Includes two thoughtful AI questions.	Questions are not thoughtful or relevant to story idea.	Includes fewer than two questions.
Story model: proposed story	Suggests a story model and includes thoughtful explanation.	Story model suggested isn't supported.	Doesn't include a story model.
Story models: existing story review	Includes story model IDs	Includes only ideas of relevant people but not actual people or does not include contact info.	Includes fewer than three relevant everyday people.
SoJo story overview	Summarizes (in full paragraphs) each of the five stories: solution described, framing question and types of sources used.	Summary lacks one or more of solution described, framing question and types of sources.	Doesn't summarize for all five stories.
Source List	Provides separate source list info at end of memo for all sources (primary and secondary) and includes contact info (name, title, phone and email) or retrieval info for secondary academic sources.	Source list is incomplete and lacks contact and/or retrieval info.	Doesn't include source list.

Editing Criteria

Basic Edit Examples

Spelling error, fragment, missing period, factual error, poor content

A (4.0 or 90-100): Excellent

You can make between zero and three advanced edits. Your work exhibits excellent comprehension and performance.

B (3.0 or 80-89): Above Average

You can make four to seven advanced edits. Your work does not have basic errors.

C (2.0 or 70-79): Meets Minimum Standards

You can make eight to 11 edits (basic, advanced or both). If the work has a basic edit, it starts at a C.

Advanced Edit Examples

Wordiness, weak verbs, passive voice, lack of strategic thinking, poor framing, organizational problems, comma placement, lack of parallel structure

I will accept passive voice when the object is the emphasis of the sentence.

D (1.0 or 60-69): Does Not Meet Standards

You would need to make 12-15 edits (basic, advanced or both). If the work has at least two basic edits, it starts at a D.

F (0.0 or 59 or below): Unacceptable

You need to make at least 16 edits (basic, advanced or both). The work demonstrates unsatisfactory writing mechanics.