Unit 6: Drafting – Due March 3rd

1. **Statement**: students will create a rough draft, then revise and edit as necessary.
2. **Objectives/Student Outcomes**
3. Use outline and notes/note cards to draft a paper that is approximately thirty pages long and includes the following: (students will include more, but below must be included)
	1. An introduction that states the thesis
	2. At least three major issues/relationships
	3. Citations of sources
	4. Conclusion
	5. Bibliography
4. Conference with the teacher regularly to make sure that the student is keeping a good pace for completion of the project.
5. After conferencing with the teacher and a peer about the first draft, the student will review content and structure of the first draft to create a second draft. This process will continue as long as it is necessary.
6. Create a table of contents.
7. Create any graphics that might be needed to accompany the paper.
8. Have three peers edit the second draft for mechanical mistakes.
9. **Grading**

|  |  |
| --- | --- |
| **A** | * Met deadline
* Reaches excellent on both checklists within two drafts
 |
| **B** | * Late
* Reaches excellent on either checklists within two drafts
 |
| **C** | * Needs reminders and extensions for assignment
* Reaches satisfactory on both checklists within two drafts
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| **D** | * Doesn’t complete any assignments on time, but assignments are completed by the time grades are assigned.
* Reaches satisfactory either checklist
 |
| **F** | * Doesn’t meet class deadlines
* Remains in the “Needs More Work” categories after deadlines
 |

1. **Assessment(s)**
2. Student/teacher Checklist about first draft

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Needs More Work** | **Satisfactory** | **Excellent** |
| Introduction |  |  |  |
| Thesis |  |  |  |
| Supporting Ideas |  |  |  |
| Major Issues/Relationships |  |  |  |
| Citations |  |  |  |
| Conclusion |  |  |  |
| Bibliography |  |  |  |
| Overall Organization |  |  |  |

1. Student/teacher checklist for before and after revising/editing

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Needs Work** | **Satisfactory** | **Excellent** |
| Topic and purpose are appropriate |  |  |  |
| A variety of sources were used to locate information |  |  |  |
| Relevant primary research was incorporated in the paper |  |  |  |
| Notes were used in gathering information |  |  |  |
| Paper shows evidence of organizational strategies |  |  |  |
| Introduction included thesis statement |  |  |  |
| Sections of the paper support the thesis statement |  |  |  |
| Paragraphs include topic sentences and supporting details |  |  |  |
| Paragraphs are properly indented |  |  |  |
| Conclusion include summarizing statements |  |  |  |
| Information followed a logical order |  |  |  |
| A variety of sentences types and lengths were formed correctly |  |  |  |
| Parenthetical quotations were used to identify facts/quotes |  |  |  |
| Works were cited corrected |  |  |  |
| Proper capitalization and punctuation were used |  |  |  |
| Words are spelled correctly |  |  |  |