Report Card Line	4 ADVANCED	3 PROFICIENT	2 BASIC	1 MINIMAL
Generates and organizes ideas before writing (prewrites)	• Independently demonstrates all proficient pre-write skills	<ul> <li>With teacher support:</li> <li>Considers audience</li> <li>Considers purpose (to inform, to explain, to describe)</li> <li>Considers genre (narrative, creative, expository)</li> <li>Generates ideas (brainstorms independently and w/peers from verbal and/or written prompt)</li> <li>Gathers and seeks information</li> <li>Uses strategies and tools to organize ideas (graphic organizers, webs, note taking, etc)</li> </ul>	<ul> <li>Demonstrates some proficient prewrite skills and/or requires additional teacher help</li> </ul>	<ul> <li>Demonstrates few proficient prewrite skills and/or requires intensive teacher help</li> </ul>
Creates draft from ideas	<ul> <li>Independently demonstrates all proficient drafting skills</li> </ul>	<ul> <li>With teacher support:</li> <li>Creates draft from prewrite</li> <li>Rereads while drafting</li> <li>Creates a draft that makes sense</li> <li>Writes in complete sentences (when appropriate)</li> <li>Develops draft with purpose</li> <li>Attempts to include genre characteristics in first draft</li> </ul>	<ul> <li>Demonstrates some proficient drafting skills and/or requires additional teacher help</li> </ul>	■ Demonstrates few proficient drafting skills and/or requires intensive teacher help

Report Card Line	4 ADVANCED	3 PROFICIENT	2 BASIC	1 MINIMAL
Conferences and utilizes feedback to make improvements	Independently demonstrates all proficient conferencing skills and:  Rereads own writing for improvement  Seeks and considers feedback  Uses Six Trait vocabulary during conferences	With teacher support:  Rereads own writing  Shares writing with teacher and peers  Seeks and considers feedback from teachers and peers  Begins to use Six Trait vocabulary during conferences	<ul> <li>Inconsistently understands or demonstrates proficient conferencing skills and/or requires additional teacher help</li> <li>May be reluctant to share or conference</li> <li>Shares without purpose</li> </ul>	<ul> <li>Demonstrates few proficient conferencing skills and/or requires intensive teacher help</li> <li>May be resistant to conference or share</li> </ul>
Revises writing to make improvements (adds, subtracts, combines, or rearranges text)	<ul> <li>Independently demonstrates all proficient revision skills</li> </ul>	With teacher support and modeling:  ■ Based on conferences and self-assessment, student:  ✓ Add or subtract text to clarify ideas, meaning and improve word choice  ✓ Recognize that text has a structure and a genre  ✓ Organize text to convey message, topic or idea  ✓ Attempt to include own voice in writing  ✓ Adjust word order for fluency  ■ Improves draft by using resource materials	<ul> <li>Demonstrates some proficient revision skills and/or requires additional teacher help</li> <li>May be reluctant to revise</li> </ul>	<ul> <li>Demonstrates few proficient revision skills and/or requires intensive teacher help</li> <li>May be resistant to revise</li> </ul>

Report Card Line	4 ADVANCED	3 PROFICIENT	2 BASIC	1 MINIMAL
Edits writing (capitalization, punctuation, grammar, and spelling)	<ul> <li>Independently demonstrates proficient editing skills</li> </ul>	With teacher support and modeling:  Identifies and corrects most capitalization, punctuation, grammar and spelling errors according to grade level convention chart  Often uses grade-level editing marks	<ul> <li>Demonstrates some proficient editing skills and/or requires additional teacher help</li> <li>May be reluctant to edit</li> </ul>	<ul> <li>Demonstrates few proficient editing skills and/or requires intensive teacher help</li> <li>May be resistant to edit</li> </ul>
Publishes and shares writing	■ Independently demonstrates all proficient publishing skills	<ul> <li>With teacher support:</li> <li>Uses writing process to publish a piece of writing</li> <li>Shares final product with class / intended audience when possible</li> <li>Completes published work neatly</li> <li>Demonstrates pride of ownership and neatness</li> <li>Publishes in a variety of ways (handwritten, word processed, visual aids)</li> </ul>	<ul> <li>Demonstrates some publishing skills and/or requires additional teacher help</li> <li>May be reluctant to publish and/ or share</li> </ul>	<ul> <li>Demonstrates few proficient publishing skills and/or requires intensive teacher help</li> <li>May be resistant to publish and/or share</li> </ul>

Report Card Line	4 ADVANCED	3 PROFICIENT	2 BASIC	1 MINIMAL
Writes in a variety of formats/genres (self-selected and teacher-assigned)	Independently demonstrates all proficient genre skills and:  Begins to experiment with genres in own writing  Shows above level grasp and application of genres in Writer's Workshop writing	<ul> <li>With teacher support and modeling:</li> <li>Self-selects and/or applies appropriate genre</li> <li>Writes correctly in a variety of genres</li> <li>Understands concept of "choosing a genre" as part of writer's workshop</li> <li>Recognizes format in genre (i.e. letter format, poetry format, report format)</li> </ul>	<ul> <li>Inconsistently understands or demonstrates genre skills and/or requires additional teacher help</li> </ul>	<ul> <li>Demonstrates few proficient genre skills and/or requires intensive teacher help</li> </ul>
Demonstrates legible handwriting in daily work	Independently demonstrates all proficient handwriting skills and:  Uses cursive writing to complete some work	<ul> <li>Maintains skills developed in previous grades</li> <li>Begins to recognize, form, and use cursive letters when requested</li> <li>Handwriting is neat and easy to read</li> </ul>	<ul> <li>Demonstrates some handwriting skills and/or requires teacher help</li> <li>Handwriting distracts the reader</li> </ul>	<ul> <li>Demonstrates few proficient handwriting skills and/or requires intensive teacher help</li> <li>Handwriting difficult to read and meaning may be lost</li> </ul>