|   |                       | Р        | rewri    | ting     |         |          |          |          |           |          |          |            |       |
|---|-----------------------|----------|----------|----------|---------|----------|----------|----------|-----------|----------|----------|------------|-------|
| involves deciding on topic                | c and audience, gathe | ring and | organizi | ng infor | mation, | and sele | cting ap | propriat | e form fo | r writin | g        |            |       |
|   | K                     | 1        | 2        | 3        | 4       | 5        | 6        | 7        | 8         | 9        | 10       | 11         | 12    |
| The student generates ideas. (Brainstorm) |                       | -        |          | -        |         | -        | -        | -        |           |          |          |            |       |
| Brainstorms with class                    | I/D                   | D        | M&A      | M&A      | M&A     | M&A      | M&A      | M&A      | M&A       |          |          |            |       |
| Brainstorms with peer group               |                       | Ι        | I/D      | D        | D       | D        | D        | M&A      | M&A       |          |          |            |       |
| Brainstorms independently                 | Ι                     | I/D      | D        | D        | D       | D        | D        | M&A      | M&A       |          |          |            |       |
| Generates ideas from verbal prompt        | Ι                     | D        | D        | D        | D       | M/A      | M&A      | M&A      | M&A       |          |          |            | 1     |
| Generates ideas from written prompt       |                       |          | Ι        | D        | D       | D        | D        | D        | D         |          |          |            |       |
| The student considers purpose.            |                       |          |          |          |         |          |          |          |           |          |          |            | -     |
| Informs                                   | Ι                     | D        | D        | D        | D       | D        | D        | D        | D         |          |          |            |       |
| Describes                                 | Ι                     | D        | D        | D        | D       | D        | D        | D        | D         |          |          |            |       |
| Explains                                  |                       | Ι        | I/D      | D        | D       | D        | D        | D        | D         |          |          |            |       |
| Persuades                                 |                       |          | Ι        | I/D      | D       | D        | D        | D        | D         |          |          |            | 1     |
| Creates                                   | I                     | I/D      | D        | D        | D       | D        | D        | D        | D         |          |          |            | 1     |
| Reflects                                  |                       |          | I        | I/D      | D       | D        | D        | D        | D         |          |          |            |       |
| Infers                                    |                       |          |          |          |         | Ι        | I/D      | D        | D         |          |          |            |       |
| Concludes                                 |                       |          |          |          |         | Ι        | I/D      | D        | D         |          |          |            |       |
| Applies for job                           |                       |          |          |          |         |          |          |          | Ι         | D        | D        | D          | D     |
| The student considers audience.           |                       |          | •        |          |         |          |          |          |           |          | •        |            |       |
| Self                                      | Ι                     | D        | D        | D        | D       | M/A      | M/A      | M/A      | M/A       |          |          |            | T     |
| Family                                    | I                     | D        | D        | D        | D       | D        | M/A      | M/A      | M/A       |          |          |            |       |
| School                                    | Ι                     | I/D      | D        | D        | D       | D        | D        | M/A      | M/A       |          |          |            |       |
| Community                                 | Ι                     | I/D      | D        | D        | D       | D        | D        | M/A      | M/A       |          |          |            |       |
| Group/Individual                          | Ι                     | I/D      | D        | D        | D       | D        | D        | M/A      | M/A       |          |          |            |       |
| The student focuses ideas.                |                       | -        |          | -        |         |          | -        | -        |           |          |          |            | -     |
| Narrows topic with class                  | Ι                     | I/D      | D        | D        | D       | M/A      | M/A      | M/A      | M/A       |          |          |            |       |
| Narrows topic independently               |                       | Ι        | I/D      | D        | D       | D        | D        | D        | M/A       |          |          | 1          | 1     |
| The student gathers information.          |                       | -        | -        | -        | -       | -        | -        | -        | -         |          | -        | -          |       |
| Experiences                               | Ι                     | D        | D        | D        | D       | D        | D        | M/A      | M/A       |          | Maintaiı | n and Appl | y     |
| Observations                              | Ι                     | D        | D        | D        | D       | D        | D        | D        | D         | D        | Ma       | intain and | Apply |
| References                                |                       |          | I        | I/D      | D       | D        | D        | D        | D         | D        |          | intain and |       |
| Technology sources                        |                       |          | I        | Ι        | D       | D        | D        | D        | D         |          |          |            | Ī     |
| Interviews                                |                       |          |          | Ι        | I/D     | D        | D        | D        | D         |          |          |            | 1     |

|  | Pı            | ewrit    | ting, C  | Contin   | ued       |          |           |           |           |           |          |          |     |
|--|---------------|----------|----------|----------|-----------|----------|-----------|-----------|-----------|-----------|----------|----------|-----|
| involves deciding on topic and aud   | ience, gather | ring and | organizi | ng infor | mation, d | and sele | cting app | propriate | e form fo | or writin | g        |          |     |
|  | K             | 1        | 2        | 3        | 4         | 5        | 6         | 7         | 8         | 9         | 10       | 11       | 12  |
| 'he student uses strategies to organize ideas:   |               |          |          |          |           |          |           |           |           |           |          |          |     |
| Utilizes sketches  | I/D           | D        | M/A      | M/A      | M/A       | M/A      | M/A       | M/A       | M/A       |           |          |          |     |
| Uses graphic organizers (maps, webs, etc.)-teacher provided  |               | I/D      | D        | D        | M/A       | M/A      | M/A       | M/A       | M/A       |           |          |          |     |
| Creates and applies graphic organizers (maps, webs, etc.)<br>- student does without teacher assistance |               |          | Ι        | I/D      | D         | D        | D         | M/A       | M/A       |           |          |          |     |
| Making Lists   |               |          | Ι        | I/D      | D         | D        | M/A       | M/A       | M/A       |           |          |          |     |
| Notetaking   |               |          |          | Ι        | I/D       | D        | D         | D         | D         |           |          |          |     |
| Outlining  |               |          |          |          |           | I/D      | D         | D         | D         |           |          |          |     |
| `he student considers genre.   |               |          |          |          |           |          |           |           |           |           |          |          |     |
| Narrative: [e.g. journal, story]   | Ι             | I/D      | D        | D        | D         | D        | D         | M/A       | M/A       |           |          |          |     |
| Narrative: Friendly Letter   | Ι             | I/D      | D        | D        | M/A       | M/A      | M/A       | M/A       | M/A       |           |          |          |     |
| Creative: [e.g. story, poems, song, play script]   | Ι             | I/D      | D        | D        | D         | D        | D         | D         | D         |           |          |          |     |
| Expository: Early nonfiction writing   | Ι             | I/D      | D        | D        | M/A       | M/A      | M/A       | M/A       | M/A       |           |          |          |     |
| Expository: Nonfiction Report (guided research)  |               |          | Ι        | D        | D         | D        | D         | D         | D         |           |          |          |     |
| Expository: Research Report (1-2 sources)  |               |          |          | Ι        | D         | D        | D         | D         | D         |           | Maintain | and Appl | у   |
| Expository: Business Letter  |               |          |          |          | Ι         | D        | D         | D         | D         |           | Maintain | and Appl | у   |
| Expository: Research Paper (with formal citations)   |               |          |          |          |           |          |           |           | Ι         |           |          | D        |     |
| Expository: Resumé   |               |          |          |          |           |          |           |           | Ι         |           | D        |          | M/A |
| Persuasive   |               |          | Ι        | Ι        | Ι         | I/D      | D         | D         | D         |           |          |          |     |
| Technical Writing (basic directions, instructions)   |               | Ι        | Ι        | I/D      | D         | D        | D         | D         | D         |           |          |          |     |
| Technical Writing (M.S/H.S)  |               |          |          |          |           |          |           |           |           |           |          |          |     |

|   |               | ]        | Drafti    | ng       |          |          |        |     |     |   |    |    |    |
|---|---------------|----------|-----------|----------|----------|----------|--------|-----|-----|---|----|----|----|
| involv  | es developing | idea/top | ic throug | h senten | ces and/ | or parag | graphs |     |     |   |    |    |    |
|   | K             | 1        | 2         | 3        | 4        | 5        | 6      | 7   | 8   | 9 | 10 | 11 | 12 |
| The student connects pre-write process.   |               |          |           |          |          |          |        |     |     |   |    |    |    |
| Apply pre-write activities to create the draft.   | Ι             | D        | D         | D        | D        | D        | M&A    | M&A | M&A |   |    |    |    |
| The student creates text from ideas.  |               |          |           |          |          |          |        |     |     |   |    |    |    |
| Matches text with pictures.   | I/D           | D        | M&A       | M&A      | M&A      | M&A      | M&A    | M&A | M&A |   |    |    |    |
| Creates text that makes sense.  | Ι             | I/D      | D         | D        | D        | D        | D      | D   | D   |   |    |    |    |
| Develops text with purpose.   | Ι             | I/D      | D         | D        | D        | D        | D      | D   | D   |   |    |    |    |
| Uses developmental spelling.  | Ι             | D        | D         | D        | D        | D        | D      | D   | D   |   |    |    |    |
| The student rereads as necessary. (while writing draft)   |               |          |           |          |          |          |        |     |     |   |    |    |    |
| Rereads with teacher help   | I/D           | D        | D         | D        | D        | D        | D      | M&A | M&A |   |    |    |    |
| Rereads independently   | Ι             | D        | D         | D        | D        | D        | D      | D   | M&A |   |    |    |    |
| The student writes independently or as a team.  |               |          |           |          |          |          |        |     |     |   |    |    |    |
| Writes independently  | Ι             | D        | D         | D        | M&A      | M&A      | M&A    | M&A | M&A |   |    |    |    |
| Writes collaboratively as a group.  |               |          | I/D       | D        | D        | D        | D      | D   | M&A |   |    |    |    |
| The student composes in a variety of ways.  |               |          |           |          |          |          |        |     |     |   |    |    |    |
| Uses sketches   | I/D           | D        | M&A       | M&A      | M&A      | M&A      | M&A    | M&A | M&A |   |    |    |    |
| Handwritten (uses letters and words with paper/pencil)  | I/D           | D        | M&A       | M&A      | M&A      | M&A      | M&A    | M&A | M&A |   |    |    |    |
| Word Processed at the computer.   |               |          |           |          | Ι        | I/D      | D      | D   | D   |   |    |    |    |
| The student uses genre in drafting.   |               |          |           |          |          |          |        |     |     |   |    |    |    |
| Recognizes structure in genre   |               | Ι        | I/D       | I/D      | D        | D        | D      | D   | D   |   |    |    |    |
| Student applies general concept of genre to writing.<br>(attempts genre with first draft)                                 |               | I/D      | D         | D        | D        | D        | D      | D   | D   |   |    |    |    |
| Student applies genre characteristics to writing.<br>(learns specific format characteristics &<br>applies to first draft) |               |          | I/D       | I/D      | D        | D        | D      | D   | D   |   |    |    |    |

|   | C              | Confei    | rence/     | Respo     | ond       |          |       |   |   |   |    |    |           |
|---|----------------|-----------|------------|-----------|-----------|----------|-------|---|---|---|----|----|-----------|
| invol   | ves the proces | ss of ref | lecting ar | ıd shariı | ıg to imp | prove wr | iting |   |   |   |    |    |           |
|   | K              | 1         | 2          | 3         | 4         | 5        | 6     | 7 | 8 | 9 | 10 | 11 | 12        |
| The student reads own work to improve writing.                        |                |           |            | -         |           | -        | -     |   | - |   |    |    |           |
| Student independently finds ways to improve their writing.            |                | Ι         | I/D        | D         | D         | D        | D     | D | D |   |    |    |           |
| Student uses resources with teacher assistance.                       | Ι              | I/D       | I/D        | I/D       | I/D       | I/D      | D     | D | D |   |    |    |           |
| Student independently uses resources to improve their writing.        |                | Ι         | I/D        | I/D       | D         | D        | D     | D | D |   |    |    |           |
| The student shares writing with the teacher to receive feedback to im | prove text.    |           | -          | -         | -         | -        | -     | _ | - | - | -  | -  |           |
| Student is able to converse about their writing.                      | I/D            | D         | D          | D         | D         | D        | D     | D | D |   |    |    |           |
| Student shares writing for improvement.                               |                | Ι         | D          | D         | D         | D        | D     | D | D |   |    |    |           |
| Student identifies area for feedback with teacher assistance.         |                |           | I/D        | D         | D         | D        | D     | D | D |   |    |    |           |
| Student identifies area for feedback independently.                   |                |           |            |           | Ι         | D        | D     | D | D |   |    |    |           |
| Student considers and applies teacher feedback for revision.          | Ι              | Ι         | I/D        | D         | D         | D        | D     | D | D |   |    |    |           |
| The student shares writing with peers to receive feedback to improve  | text.          |           |            |           |           |          |       |   |   |   |    |    |           |
| Student is able to converse with their peers about their writing.     |                | I/D       | D          | D         | D         | D        | D     | D | D |   |    |    |           |
| Student shares writing with peers for improvement.                    |                | Ι         | I/D        | D         | D         | D        | D     | D | D |   |    |    | $\square$ |
| Student identifies area for feedback with their peer.                 |                |           | I/D        | D         | D         | D        | D     | D | D |   |    |    |           |
| Student identifies area for feedback independently.                   |                |           |            |           |           | Ι        | I/D   | D | D |   |    |    |           |
| Student evaluates and applies peer feedback for revision.             |                |           | Ι          | I/D       | D         | D        | D     | D | D |   |    |    |           |

|   |             |         | Revisi    | ng        |          |           |          |           |          |      |    |    |          |
|---|-------------|---------|-----------|-----------|----------|-----------|----------|-----------|----------|------|----|----|----------|
| involves the process of improvi   | ng the mean | ing and | content f | or clarit | y (rerea | d, reorde | er, remo | ve or ela | borate u | pon) |    |    |          |
|   | K           | 1       | 2         | 3         | 4        | 5         | 6        | 7         | 8        | 9    | 10 | 11 | 12       |
| Adds text.  |             |         |           |           |          |           |          |           |          |      |    |    |          |
| Adds labels to sketches   | Ι           | D       | M&A       | M&A       | M&A      | M&A       | M&A      | M&A       | M&A      |      |    |    |          |
| Adds text to elaborate on topic and ideas   |             | Ι       | I/D       | D         | D        | D         | D        | D         | D        |      |    |    |          |
| Adds text to clarify purpose or meaning   |             | Ι       | I/D       | D         | D        | D         | D        | D         | D        |      |    |    |          |
| Adds text to complete sentences   |             | Ι       | I/D       | D         | D        | D         | D        | D         | D        |      |    |    |          |
| Adds text to improve sentence fluency   |             |         | Ι         | I/D       | D        | D         | D        | D         | D        |      |    |    |          |
| Adds text to create complete paragraphs (topic sentences, supporting details, closing sentence)                         |             |         | т         | т         | D        | D         | D        | D         | D        |      |    |    |          |
| Adds text to target specific audience   |             |         |           | 1         |          | I         | I/D      | I/D       | D        |      |    |    |          |
| Adds/Incorporates Figurative language   |             |         |           | T         | D        | D         | D        | D         | D        |      |    |    |          |
| Adds drawings/graphics to enhance text.   | I           | D       | D         | D         | D        | D         | D        | D         | D        | D    | D  | D  | D        |
| Subtracts text.   |             |         |           |           |          |           |          |           |          |      |    |    | <u> </u> |
| Subtracts incorrect labels or misplaced words   |             | Ι       | I/D       | D         | D        | D         | D        | D         | D        |      |    |    |          |
| Subtracts text to focus on topic and ideas  |             | Ι       | I/D       | D         | D        | D         | D        | D         | D        |      |    |    |          |
| Subtracts text to clarify purpose or meaning  |             | Ι       | I/D       | D         | D        | D         | D        | D         | D        |      |    |    |          |
| Subtract text to improve sentence fluency   |             |         | Ι         | I/D       | D        | D         | D        | D         | D        |      |    |    |          |
| Subtracts text to improve paragraph structure   |             |         |           |           | I/D      | D         | D        | D         | D        |      |    |    |          |
| Subtracts text to target specific audience  |             |         |           |           |          | I         | I/D      | I/D       | D        |      |    |    |          |
| Organizes writing according to genre and purpose.   |             |         |           |           |          |           |          |           |          |      |    |    |          |
| Recognizes that published text has a structure(structure exists)  |             | Ι       | I/D       | D         | D        | D         | D        | D         | D        |      |    |    |          |
| Recognizes that published text has a genre(naming it)   |             | Ι       | I/D       | I/D       | D        | D         | D        | D         | D        |      |    |    |          |
| Recognizes that published text has a specific purpose(purpose)  |             |         |           | I/D       | I/D      | D         | D        | D         | D        |      |    |    |          |
| Mimics genre format in their own writing  |             |         |           | Ι         | I/D      | D         | D        | D         | D        |      |    |    |          |
| Organizes text to convey message, topic or idea   |             |         |           | Ι         | I/D      | D         | D        | D         | D        |      |    |    |          |
| Organizes text according to genre format with teacher assistance  |             |         |           | I         | I/D      | D         | D        | D         | D        |      |    |    |          |
| Organizes text according to genre independently   |             |         |           |           |          | I/D       | I/D      | I/D       | D        |      |    |    |          |
| Utilizes point of view in consideration of genre and purpose  |             |         |           |           |          |           | I        | I/D       | D        |      |    |    |          |
| Recognizes and revises for appropriate word usage<br>according to genre and purpose<br>(formal, informal, non-standard) |             |         |           |           |          |           | I        | I/D       | D        |      |    |    |          |

|   | J | Revisi | ng, Co | ontinu | ied  |           |          |           |          |      |    |          |    |
|---|---|--------|--------|--------|------|-----------|----------|-----------|----------|------|----|----------|----|
| involves the process of improvi                   |   |        |        |        |      | d, reorde | er, remo | ve or ela | borate u | pon) |    |          |    |
|   | K | 1      | 2      | 3      | 4    | 5         | 6        | 7         | 8        | 9    | 10 | 11       | 12 |
| Adds own personality to writing.                  | - |        |        |        |      |           |          |           |          |      |    |          | 4  |
| Understands concept of voice                      | Ι | I/D    | D      | D      | D    | D         | D        | D         | M&A      |      |    |          |    |
| Recognizes voice in writing                       |   |        | Ι      | D      | D    | D         | D        | D         | D        |      |    |          |    |
| Attempts to include own voice in writing          |   |        | Ι      | D      | D    | D         | D        | D         | D        |      |    |          |    |
| Revises in consideration of voice                 |   |        |        | Ι      | D    | D         | D        | D         | D        |      |    |          |    |
| Applies and revises voice as a tool               |   |        |        |        |      |           |          |           |          |      |    |          |    |
| in targeting audience and purpose                 |   |        |        |        | Ι    | I/D       | I/D      | D         | D        |      |    |          |    |
| Recognizes Tone and Mood in text                  |   |        | Ι      | D      | D    | D         | D        | D         | D        |      |    |          |    |
| Revises own Writing for Tone and Mood             |   |        |        |        |      |           | Ι        | Ι         | I/D      |      |    |          |    |
| Utilizes and Adjusts Voice: Active/Passive        |   |        |        |        |      |           |          |           |          |      |    |          | 1  |
| Rewords text.                                     |   |        |        |        |      |           |          |           |          |      |    |          | •  |
| Recognizes that authors have word choice          |   | Ι      | I/D    | D      | D    | D         | M&A      | M&A       | M&A      |      |    |          |    |
| Considers word choice in own writing              |   |        | I/D    | I/D    | D    | D         | D        | D         | D        |      |    | İ        |    |
| Revises in consideration of word choice           |   |        | I/D    | I/D    | D    | D         | D        | D         | D        |      |    |          |    |
| Revises for word choice in consideration          |   |        |        |        |      |           |          |           |          |      |    |          |    |
| of audience and purpose                           |   |        |        |        | I    | I/D       | I/D      | D         | D        |      |    |          |    |
| Uses the thesaurus as a reference.                |   |        | I      | I      | I/D  | D         | D        | D         | D        |      |    |          |    |
| Adjusts word order for fluency.                   |   |        |        | _      | -, - |           |          |           | _        |      | I  |          | I  |
| Understands concept of fluency in writing         |   | I      | I/D    | D      | D    | D         | D        | D         | D        |      |    | [        |    |
| Recognizes areas lacking fluency in writing       |   |        | 1,2    |        | 2    | 2         |          |           | 2        |      |    |          |    |
| (with teacher assistance)                         |   | Ι      | I/D    | D      | D    | D         | D        | D         | M&A      |      |    |          |    |
| Recognizes areas lacking fluency in own writing   |   |        |        | Ι      | I/D  | D         | D        | D         | D        |      |    |          |    |
| Adjusts word order (placement) to improve fluency |   |        |        | Ι      | I/D  | D         | D        | D         | D        |      |    |          | 1  |
| Adjusts sentence structure to improve fluency     |   |        |        | Ι      | I/D  | D         | D        | D         | D        |      |    |          | 1  |
| Adjusts paragraph structure to improve fluency    |   |        |        | Ι      | I/D  | D         | D        | D         | D        |      |    |          | 1  |
| Adjusts organization of text to improve fluency   |   |        |        | Ι      | I/D  | D         | D        | D         | D        |      |    |          | 1  |
| Adjusts Point of View to improve fluency          |   |        |        |        |      |           |          |           |          |      |    |          |    |
| Addresses Diction to improve fluency              |   |        |        |        |      |           | Ι        | D         | D        |      |    |          | 1  |
| Addresses dangling modifiers                      |   |        |        |        |      |           |          |           |          |      |    |          | 1  |
| Applies sophisticated sentence structures.        |   |        |        |        |      |           | Ι        | I/D       | D        |      |    |          |    |
| Improves text by using resource materials.        |   | 4      |        |        |      |           |          |           |          |      | 1  |          |    |
| Dictionary/thesaurus with teacher assistance      |   |        |        | Ι      | I/D  | D         | D        | D         | D        |      |    |          |    |
| Dictionary/thesaurus independently                |   |        |        |        | I/D  | D         | D        | D         | D        |      |    |          |    |
| Reference books with teacher assistance           |   |        | I      | I/D    | D    | D         | D        | D         | D        |      |    | 1        | 1  |
| Reference books independently                     |   |        | -      | I      | I/D  | D         | D        | D         | D        |      |    | 1        | 1  |
| Technology resources with teacher assistance      |   |        | Ι      | I/D    | D    | D         | D        | D         | D        |      | 1  | 1        | 1  |
| Technology resources independently                |   |        |        |        | I    | I/D       | D        | D         | D        |      |    | 1        |    |
| Periodicals with teacher assistance               |   |        |        |        | -    | I         | I/D      | D         | D        |      |    |          |    |
| Periodicals independently                         |   |        |        |        |      | -         |          |           | I        |      |    | 1        |    |
| Interviews  |   |        |        |        |      |           |          | I         | I/D      |      | 1  | <u> </u> | 1  |

|   |                    |                       | Editi                                     | ng  |  |   |   |   |  |     |     |     |     |
|---|--------------------|-----------------------|---|---|--|---|---|---|--|-----|-----|-----|-----|
| involves proof  | freading the writt | en work               | for word                                  | ing, mec  | chanics,   | spelling,   | and pur   | nctuation   | n  |     |     |     |     |
|   | K                  | 1                     | 2   | 3   | 4  | 5   | 6   | 7   | 8  | 9   | 10  | 11  | 12  |
| Addresses CAPITALIZATION errors.  |                    |                       |   | -   | -  | -   | -   |   | -  | -   | -   | -   | -   |
| The word "I"  | I/D                | D                     | M&A                                       | M&A   | M&A  | M&A   | M&A   | M&A   | M&A  |     |     |     |     |
| Beginning of a sentence   | I/D                | D                     | D   | M&A   | M&A  | M&A   | M&A   | M&A   | M&A  |     |     |     |     |
| Proper nouns: names of  |                    |                       |   |   |  |   |   |   |  |     |     |     |     |
| People  | Ι                  | D                     | D   | M&A   | M&A  | M&A   | M&A   | M&A   | M&A  |     |     |     |     |
| Holidays  | Ι                  | D                     | D   | D   | D  | M&A   | M&A   | M&A   | M&A  |     |     |     |     |
| Historical events   |                    |                       |   | Ι   | I/D  | D   | D   | M&A   | M&A  |     |     |     |     |
| Specific Places (Jones Park, Luther School)   |                    |                       | Ι   | I/D   | D  | M&A   | M&A   | M&A   | M&A  |     |     |     |     |
| Cities, states, continents, oceans  |                    | Ι                     | I/D                                       | D   | M&A  | M&A   | M&A   | M&A   | M&A  |     |     |     |     |
| Nationalities, religions and deity  |                    |                       |   | Ι   | D  | D   | D   | D   | D  |     |     |     |     |
| Organizations, trade names, businesses  |                    |                       | Ι   | I/D   | D  | D   | D   | D   | D  |     |     |     |     |
| Titles (books, people)  |                    |                       | Ι   | D   | D  | D   | D   | M&A   | M&A  |     |     |     |     |
| Days of week, months of year  | I/D                | D                     | D   | M&A   | M&A  | M&A   | M&A   | M&A   | M&A  |     |     |     |     |
| Abbreviations:  |                    |                       |   |   |  |   |   |   |  |     |     |     |     |
| Initials  |                    |                       |   | Ι   | D  | M&A   | M&A   | M&A   | M&A  | M&A | M&A | M&A | M&A |
| Acronyms  |                    |                       |   |   | Ι  | D   | D   | D   | D  | D   | M&A | M&A | M&A |
| First word in direct quotation (dialogue)   |                    |                       | Ι   | I/D   | D  | D   | D   | D/M   | M&A  |     |     |     |     |
| dentifies and connects DUNCTUATION onnone   |                    |                       |   |   |  |   |   |   |  |     |     |     |     |
| Identifies and corrects PUNCTUATION errors Periods  |                    | 5                     | 5   |   |  |   |   |   |  |     |     |     |     |
| Periods<br>End of sentences   | Ι                  | D                     | D   | M&A   | M&A  | M&A   | M&A   | M&A   | M&A  |     |     |     |     |
| Periods<br>End of sentences<br>Abbreviations  | I                  | Ι                     | D   | D   | M&A  | M&A   | M&A   | M&A   | M&A  |     |     |     |     |
| Periods<br>End of sentences<br>Abbreviations<br>Titles  | I                  | I<br>I                | D<br>D                                    | D<br>D  | M&A<br>D   | M&A<br>M&A  | M&A<br>M&A  | M&A<br>M&A  | M&A<br>M&A   |     |     |     |     |
| Periods<br>End of sentences<br>Abbreviations<br>Titles<br>Initials  | I                  | Ι                     | D   | D   | M&A<br>D<br>M&A  | M&A<br>M&A<br>M&A   | M&A<br>M&A<br>M&A   | M&A<br>M&A<br>M&A   | M&A<br>M&A<br>M&A  |     |     |     |     |
| Periods<br>End of sentences<br>Abbreviations<br>Titles<br>Initials<br>Acronyms (no periods)   | I                  | I<br>I<br>I           | D<br>D<br>D                               | D<br>D<br>M&A   | M&A<br>D<br>M&A<br>I   | M&A<br>M&A<br>M&A<br>D  | M&A<br>M&A<br>M&A<br>D  | M&A<br>M&A<br>M&A<br>D  | M&A<br>M&A<br>M&A<br>D   |     |     |     |     |
| Periods<br>End of sentences<br>Abbreviations<br>Titles<br>Initials<br>Acronyms (no periods)<br>Question Marks   |                    | I<br>I<br>I<br>I      | D<br>D<br>D<br>D                          | D<br>D<br>M&A<br>D  | M&A<br>D<br>M&A<br>I<br>D  | M&A<br>M&A<br>M&A<br>D<br>M&A   | M&A<br>M&A<br>M&A<br>D<br>M&A   | M&A<br>M&A<br>M&A<br>D<br>M&A   | M&A<br>M&A<br>M&A<br>D<br>M&A  |     |     |     |     |
| Periods         End of sentences         Abbreviations         Titles         Initials         Acronyms (no periods)         Question Marks         Exclamation Marks   | I<br>              | I<br>I<br>I           | D<br>D<br>D                               | D<br>D<br>M&A   | M&A<br>D<br>M&A<br>I   | M&A<br>M&A<br>M&A<br>D  | M&A<br>M&A<br>M&A<br>D  | M&A<br>M&A<br>M&A<br>D  | M&A<br>M&A<br>M&A<br>D   |     |     |     |     |
| Periods End of sentences Abbreviations Titles Initials Acronyms (no periods) Question Marks Exclamation Marks Commas  | I                  | I<br>I<br>I<br>I<br>I | D<br>D<br>D<br>D<br>D<br>D                | D<br>D<br>M&A<br>D<br>D   | M&A<br>D<br>M&A<br>I<br>D<br>D   | M&A<br>M&A<br>M&A<br>D<br>M&A<br>M&A  | M&A<br>M&A<br>M&A<br>D<br>M&A<br>M&A  | M&A<br>M&A<br>M&A<br>D<br>M&A<br>M&A  | M&A<br>M&A<br>M&A<br>D<br>M&A<br>M&A   |     |     |     |     |
| Periods         End of sentences         Abbreviations         Titles         Initials         Acronyms (no periods)         Question Marks         Exclamation Marks         Commas         Dates  | I<br>              | I<br>I<br>I<br>I      | D<br>D<br>D<br>D<br>D<br>D                | D<br>D<br>M&A<br>D<br>D<br>D                                    | M&A<br>D<br>M&A<br>I<br>D<br>D<br>D  | M&A<br>M&A<br>D<br>M&A<br>M&A<br>D  | M&A<br>M&A<br>D<br>M&A<br>M&A<br>D  | M&A<br>M&A<br>D<br>M&A<br>M&A<br>M&A  | M&A<br>M&A<br>D<br>M&A<br>M&A<br>M&A   |     |     |     |     |
| Periods         End of sentences         Abbreviations         Titles         Initials         Acronyms (no periods)         Question Marks         Exclamation Marks         Commas         Dates         Addresses  | I<br>              | I<br>I<br>I<br>I<br>I | D<br>D<br>D<br>D<br>D<br>D<br>I           | D<br>D<br>M&A<br>D<br>D<br>D<br>D                               | M&A<br>D<br>M&A<br>I<br>D<br>D<br>D<br>M&A   | M&A<br>M&A<br>D<br>M&A<br>M&A<br>D<br>M&A   | M&A<br>M&A<br>D<br>M&A<br>M&A<br>D<br>M&A   | M&A<br>M&A<br>D<br>M&A<br>M&A<br>M&A<br>M&A   | M&A<br>M&A<br>D<br>M&A<br>M&A<br>M&A<br>M&A  |     |     |     |     |
| Periods         End of sentences         Abbreviations         Titles         Initials         Acronyms (no periods)         Question Marks         Exclamation Marks         Commas         Dates         Addresses         Direct address   |                    | I<br>I<br>I<br>I<br>I | D<br>D<br>D<br>D<br>D<br>D<br>I<br>I<br>I | D<br>D<br>M&A<br>D<br>D<br>D<br>D<br>D<br>D                     | M&A<br>D<br>M&A<br>I<br>D<br>D<br>M&A<br>D   | M&A<br>M&A<br>D<br>M&A<br>M&A<br>D<br>M&A<br>D<br>M&A<br>D                                  | M&A<br>M&A<br>D<br>M&A<br>M&A<br>D<br>M&A<br>D<br>M&A<br>D                                  | M&A<br>M&A<br>D<br>M&A<br>M&A<br>M&A<br>M&A<br>D  | M&A<br>M&A<br>D<br>M&A<br>M&A<br>M&A<br>M&A<br>D   |     |     |     |     |
| Periods         End of sentences         Abbreviations         Titles         Initials         Acronyms (no periods)         Question Marks         Exclamation Marks         Commas         Dates         Addresses         Direct address         Series  |                    | I<br>I<br>I<br>I<br>I | D<br>D<br>D<br>D<br>D<br>D<br>I           | D<br>D<br>M&A<br>D<br>D<br>D<br>D<br>D<br>D<br>D<br>D<br>D      | M&A<br>D<br>M&A<br>I<br>D<br>D<br>D<br>M&A<br>D<br>D<br>D                          | M&A<br>M&A<br>D<br>M&A<br>M&A<br>D<br>M&A<br>D<br>M&A<br>D<br>D                             | M&A<br>M&A<br>D<br>M&A<br>M&A<br>M&A<br>D<br>M&A<br>D<br>D                                  | M&A<br>M&A<br>D<br>M&A<br>M&A<br>M&A<br>M&A<br>D<br>D/M   | M&A<br>M&A<br>D<br>M&A<br>M&A<br>M&A<br>M&A<br>D<br>M&A  |     |     |     |     |
| Periods         End of sentences         Abbreviations         Titles         Initials         Acronyms (no periods)         Question Marks         Exclamation Marks         Commas         Dates         Addresses         Direct address         Series         Greetings/Closings   |                    | I<br>I<br>I<br>I<br>I | D<br>D<br>D<br>D<br>D<br>D<br>I<br>I<br>I | D<br>D<br>M&A<br>D<br>D<br>D<br>D<br>D<br>D<br>D<br>D<br>D<br>D | M&A<br>D<br>M&A<br>I<br>D<br>D<br>M&A<br>D<br>D<br>D<br>D<br>D<br>D                | M&A<br>M&A<br>D<br>M&A<br>M&A<br>D<br>D<br>M&A<br>D<br>D<br>D<br>D<br>D                     | M&A<br>M&A<br>D<br>M&A<br>M&A<br>D<br>D<br>M&A<br>D<br>D<br>D<br>D<br>D                     | M&A<br>M&A<br>D<br>M&A<br>M&A<br>M&A<br>M&A<br>D<br>D/M<br>M&A                                      | M&A<br>M&A<br>D<br>M&A<br>M&A<br>M&A<br>M&A<br>D<br>M&A<br>M&A                                 |     |     |     |     |
| Periods         End of sentences         Abbreviations         Titles         Initials         Acronyms (no periods)         Question Marks         Exclamation Marks         Commas         Dates         Addresses         Direct address         Series         Greetings/Closings         Quotation   |                    | I<br>I<br>I<br>I<br>I | D<br>D<br>D<br>D<br>D<br>D<br>I<br>I<br>I | D<br>D<br>M&A<br>D<br>D<br>D<br>D<br>D<br>D<br>D<br>D<br>I<br>I | M&A<br>D<br>M&A<br>I<br>D<br>D<br>M&A<br>D<br>D<br>D<br>D<br>D<br>D<br>D           | M&A<br>M&A<br>D<br>M&A<br>D<br>M&A<br>D<br>M&A<br>D<br>D<br>D<br>D<br>D<br>D                | M&A<br>M&A<br>D<br>M&A<br>M&A<br>D<br>M&A<br>D<br>M&A<br>D<br>D<br>D<br>D<br>D<br>D         | M&A<br>M&A<br>D<br>M&A<br>M&A<br>M&A<br>M&A<br>D<br>D/M<br>M&A<br>D                                 | M&A<br>M&A<br>D<br>M&A<br>M&A<br>M&A<br>M&A<br>D<br>M&A<br>M&A<br>D<br>M&A<br>D                |     |     |     |     |
| Periods         End of sentences         Abbreviations         Titles         Initials         Acronyms (no periods)         Question Marks         Exclamation Marks         Commas         Dates         Addresses         Direct address         Series         Quotation         Introductory words   |                    | I<br>I<br>I<br>I<br>I | D<br>D<br>D<br>D<br>D<br>D<br>I<br>I<br>I | D<br>D<br>M&A<br>D<br>D<br>D<br>D<br>D<br>D<br>D<br>D<br>D<br>D | M&A<br>D<br>M&A<br>I<br>D<br>D<br>M&A<br>D<br>D<br>D<br>D<br>D<br>D<br>D<br>D<br>D | M&A<br>M&A<br>D<br>M&A<br>D<br>M&A<br>D<br>M&A<br>D<br>D<br>D<br>D<br>D<br>D<br>D<br>D      | M&A<br>M&A<br>D<br>M&A<br>D<br>M&A<br>D<br>M&A<br>D<br>D<br>D<br>D<br>D<br>D<br>D<br>D      | M&A<br>M&A<br>D<br>M&A<br>M&A<br>M&A<br>M&A<br>D<br>D/M<br>M&A<br>D<br>D/M<br>M&A<br>D<br>D         | M&A<br>M&A<br>D<br>M&A<br>M&A<br>M&A<br>M&A<br>D<br>M&A<br>M&A<br>D<br>M&A<br>D<br>D<br>D<br>D |     |     |     |     |
| Periods         End of sentences         Abbreviations         Titles         Initials         Acronyms (no periods)         Question Marks         Exclamation Marks         Commas         Dates         Addresses         Direct address         Series         Greetings/Closings         Quotation         Introductory words         Time order |                    | I<br>I<br>I<br>I<br>I | D<br>D<br>D<br>D<br>D<br>D<br>I<br>I<br>I | D<br>D<br>M&A<br>D<br>D<br>D<br>D<br>D<br>D<br>D<br>D<br>I<br>I | M&A<br>D<br>M&A<br>I<br>D<br>D<br>M&A<br>D<br>D<br>D<br>D<br>D<br>D<br>I<br>I      | M&A<br>M&A<br>D<br>M&A<br>D<br>M&A<br>D<br>M&A<br>D<br>D<br>D<br>D<br>D<br>D<br>D<br>D<br>D | M&A<br>M&A<br>D<br>M&A<br>D<br>M&A<br>D<br>M&A<br>D<br>D<br>D<br>D<br>D<br>D<br>D<br>D<br>D | M&A<br>M&A<br>D<br>M&A<br>M&A<br>M&A<br>M&A<br>D<br>D/M<br>M&A<br>D<br>D/M<br>D<br>D<br>D<br>D<br>D | M&A<br>M&A<br>D<br>M&A<br>M&A<br>M&A<br>M&A<br>D<br>M&A<br>D<br>M&A<br>D<br>D<br>D<br>D<br>D   |     |     |     |     |
| Periods         End of sentences         Abbreviations         Titles         Initials         Acronyms (no periods)         Question Marks         Exclamation Marks         Commas         Dates         Addresses         Direct address         Series         Quotation         Introductory words   |                    | I<br>I<br>I<br>I<br>I | D<br>D<br>D<br>D<br>D<br>D<br>I<br>I<br>I | D<br>D<br>M&A<br>D<br>D<br>D<br>D<br>D<br>D<br>D<br>D<br>I<br>I | M&A<br>D<br>M&A<br>I<br>D<br>D<br>M&A<br>D<br>D<br>D<br>D<br>D<br>D<br>D<br>D<br>D | M&A<br>M&A<br>D<br>M&A<br>D<br>M&A<br>D<br>M&A<br>D<br>D<br>D<br>D<br>D<br>D<br>D<br>D      | M&A<br>M&A<br>D<br>M&A<br>D<br>M&A<br>D<br>M&A<br>D<br>D<br>D<br>D<br>D<br>D<br>D<br>D      | M&A<br>M&A<br>D<br>M&A<br>M&A<br>M&A<br>M&A<br>D<br>D/M<br>M&A<br>D<br>D/M<br>M&A<br>D<br>D         | M&A<br>M&A<br>D<br>M&A<br>M&A<br>M&A<br>M&A<br>D<br>M&A<br>M&A<br>D<br>M&A<br>D<br>D<br>D<br>D |     | D   |     |     |

|   |              | Edit       | ing, Co    | ontinu   | ed       |          |          |          |     |          |            |            |       |
|---|--------------|------------|------------|----------|----------|----------|----------|----------|-----|----------|------------|------------|-------|
| involves proofr   | eading the w | ritten woi | k for word | ding, me | chanics, | spelling | , and pu | nctuatio | n   |          |            |            |       |
|   | K            | 1          | 2          | 3        | 4        | 5        | 6        | 7        | 8   | 9        | 10         | 11         | 12    |
| Identifies and corrects PUNCTUATION errors                  |              |            |            |          |          |          |          |          |     |          |            |            |       |
| Colon   |              |            |            |          |          |          |          |          |     |          |            |            |       |
| Time/hours: minutes   |              |            | Ι          | D        | D        | M&A      | M&A      | M&A      | M&A |          |            |            |       |
| Salutation  |              |            |            |          |          | Ι        |          | D        |     | Ma       | intain and | Apply      |       |
| Introduction of a list                                      |              |            |            |          |          | Ι        |          | D        |     |          |            | n and App  | ly    |
| Bibliography  |              |            |            |          |          |          |          |          | Ι   |          | D          |            | M/A   |
| Bible reference   |              |            |            |          |          |          |          |          |     |          | I/D        |            | M/A   |
| Formal introduction   |              |            |            |          |          |          |          |          |     |          | Ι          | D          | M/A   |
| Semi colon  |              |            |            |          |          |          |          |          |     |          |            |            |       |
| Conjunctions  |              |            |            |          |          |          |          | Ι        | I/D |          |            | D          |       |
| Conjunctive adverb  |              |            |            |          |          |          |          |          |     |          |            | I/D        |       |
| Commas in series  |              |            |            |          |          |          |          |          | Ι   |          |            | D          |       |
| Quotation marks   |              |            |            |          | -        |          |          |          |     |          |            |            |       |
| Dialogue  |              |            | Ι          | D        | D        | D        | D        | D        | D   |          | Maintaiı   | n and App  | ly    |
| Titles [short poems, songs, chapters, articles]             |              |            |            | Ι        | D        | D        | D        | D        | D   |          | Maintair   | n and App  | ly    |
| Direct quotes   |              |            |            | Ι        | D        | D        | D        | D        | D   |          | Maintaiı   | n and App  | ly    |
| Unacceptable slang or rarely used language                  |              |            |            |          |          |          |          |          |     | Ι        | Ma         | intain and | Apply |
| Quote within a quote  |              |            |            |          |          |          |          |          |     | Ι        |            | D          |       |
| Underlining (written or typed) or Italics (word processing) |              |            |            |          |          |          |          |          |     |          |            |            |       |
| Titles: Books, plays movies                                 |              | Ι          | D          | D        | D        | D        | D        |          |     | Maintair | and Appl   | ly         |       |
| Titles: Magazines, newspapers                               |              |            |            | Ι        | D        | D        | D        |          |     | Maintair | and Appl   | ly         |       |
| Titles: Long poems, ships, works of art                     |              |            |            |          |          |          |          |          |     | Ι        | Ma         | intain and | Apply |
| Dashes  |              |            |            |          |          |          |          |          |     |          | Ι          |            | D     |
| Ellipses  |              |            |            |          |          |          |          |          |     |          |            |            |       |
| Interruptions   |              |            |            |          |          | Ι        | I/D      | I/D      | D   |          | Maintair   | n and App  | ly    |
| Break up a quote  |              |            |            |          |          |          |          |          | Ι   | D        | Ma         | intain and | Apply |
| Apostrophe – possession                                     |              |            |            |          |          |          |          |          |     |          |            |            |       |
| Regular   |              |            | Ι          | D        | D        | D        | D        | D        | D   |          |            |            |       |
| Irregular   |              |            |            | Ι        | D        | D        | D        | D        | D   |          |            |            |       |
| independently corrects errors.                              |              |            | Ι          | D        | D        | D        | D        | D        | D   |          |            |            |       |

|   |                 | Editir  | ıg, Co   | ntinu    | ed       |           |        |           |     |   |          |            |       |
|---|-----------------|---------|----------|----------|----------|-----------|--------|-----------|-----|---|----------|------------|-------|
| involves proofree   | ading the writh | en work | for word | ing, mec | chanics, | spelling, | and pu | nctuation | n   |   |          |            |       |
|   | K               | 1       | 2        | 3        | 4        | 5         | 6      | 7         | 8   | 9 | 10       | 11         | 12    |
| Anning incrutation of anonymout to torit (gentance atmostrate fluorer                 | oto)            |         |          |          |          |           |        |           |     |   |          |            |       |
| Applies knowledge of grammar to text. (sentence structure, fluency<br>Parts of Speech | , etc.)         |         |          |          |          |           |        |           |     |   |          |            |       |
| Nouns   |                 | Ι       | D        | D        | D        | D         | D      | M&A       | M&A |   |          |            | Ī     |
| Verbs   |                 | Ι       | D        | D        | D        | D         | D      | M&A       | M&A |   |          |            | 1     |
| Adjectives  |                 |         | Ι        | D        | D        | D         | D      | D         | M&A |   |          |            |       |
| Pronouns  |                 |         | Ι        | D        | D        | D         | D      | D         | M&A |   |          |            |       |
| Adverbs   |                 |         |          | Ι        | D        | D         | D      | D         | M&A |   |          |            |       |
| Conjunctions  |                 |         |          |          | Ι        | D         | D      | D         | D   |   |          |            |       |
| Interjections   |                 |         |          |          |          | Ι         | D      | D         | M&A |   |          |            |       |
| Prepositions  |                 |         |          |          |          |           |        | Ι         | D   |   |          |            |       |
| Verb Tense  |                 | -       |          | -        | -        | -         | -      |           |     |   | -        |            |       |
| Past, present, future   |                 |         | Ι        | D        | D        | D         | D      | D         | D   |   | Maintair | n and Appl | y     |
| Consistency of tense  |                 |         |          | Ι        | D        | D         | D      | D         | D   | D | Ma       | intain and | Apply |
| Subject - verb agreement  |                 |         | Ι        | D        | D        | D         | D      | D         | D   |   | Maintai  | n and Appl | у     |
| Pronoun agreement with antecedent   |                 |         |          |          | Ι        | D         | D      | D         | D   |   | Maintai  | n and Appl | у     |
| Syllabication   |                 |         |          | Ι        | D        | D         | D      | M&A       | M&A |   |          |            |       |
| Parts of Speech   |                 |         |          |          | Ι        | D         | D      | M&A       | M&A |   |          |            |       |
| Uses the THESAURUS as a reference.  |                 |         |          | Ι        | D        | D         | D      | D         | D   |   |          |            |       |
| Style manuals   |                 |         |          |          |          |           |        |           | Ι   |   |          | D          |       |
| Utilizes grade level editing marks.   |                 | I/D     | I/D      | I/D      | I/D      | I/D       | I/D    | D         | D   |   |          |            |       |

|  |                |           | Publi     | sh       |           |           |          |      |     |   |    |    |             |
|--|----------------|-----------|-----------|----------|-----------|-----------|----------|------|-----|---|----|----|-------------|
| involves prepa   | ring and br    | ringing a | final pro | oduct to | the atten | tion of t | he audie | ence |     |   |    |    |             |
|  | K              | 1         | 2         | 3        | 4         | 5         | 6        | 7    | 8   | 9 | 10 | 11 | 12          |
| Applies penmanship and/or word processing skills.  |                | -         | -         |          |           |           |          | -    |     | - |    |    |             |
| Publishes using sketches and labels  | I/D            | M&A       |           |          |           |           |          |      |     |   |    |    |             |
| Publishes by printing letters and/or words   | I/D            | D         | D         | M&A      | M&A       | M&A       | M&A      | M&A  | M&A |   |    |    |             |
| Publishes by writing in cursive  |                |           |           | I/D      | D         | D         | D        | M&A  | M&A |   |    |    |             |
| Publishes by word processing   |                | Ι         | I/D       | D        | D         | D         | D        | D    | D   |   |    |    |             |
| Publishes using presentation software  |                |           |           | Ι        | D         | D         | D        | D    | D   |   |    |    |             |
| Provides adequate citations.   |                | -         | -         |          |           |           |          | -    |     | - |    |    |             |
| Documents sources informally   |                |           | Ι         | I/D      | D         | D         | D        | D    | D   |   |    |    |             |
| Lists sources at end of document   |                |           | Ι         | I/D      | D         | D         | D        | D    | D   |   |    |    |             |
| Documents sources in Work Cited format   |                |           |           |          |           | Ι         | I/D      | D    | D   |   |    |    |             |
| Internally cites sources   |                |           |           |          |           |           |          |      | Ι   |   |    |    |             |
| Jses appropriate format. (title, cover page, heading)  |                | -         | -         |          |           |           |          | -    |     | - |    |    |             |
| Gives writing a title  |                | I/D       | D         | M&A      | M&A       | M&A       | M&A      | M&A  | M&A |   |    |    |             |
| Assigns titles appropriate to genre and text   |                | Ι         | I/D       | D        | D         | D         | D        | D    | D   |   |    |    |             |
| Creates a heading according to teacher expectation   | Ι              | I/D       | D         | D        | D         | D         | D        | D    | D   |   |    |    |             |
| Creates an informal title page (title, date, grade, name)  |                |           | Ι         | I/D      | D         | D         | D        | D    | D   |   |    |    |             |
| Creates a formal title page (according to genre)   |                |           |           |          |           |           |          |      | Ι   |   |    |    |             |
| hares writing with intended audience.  |                |           |           |          |           |           |          |      |     |   |    |    | -           |
| Shares writing with home   | I/D            | D         | D         | D        | D         | D         | D        | D    | D   |   |    |    |             |
| Shares writing with peers  | Ι              | I/D       | D         | D        | D         | D         | D        | D    | D   |   |    |    |             |
| Shares writing with self identified audience   |                | I/D       | D         | D        | D         | D         | D        | D    | D   |   |    |    |             |
| Shares with community or organization  | Ι              | D         | D         | D        | D         | D         | D        | D    | D   |   |    |    |             |
| Displays work in school  | I/D            | D         | D         | D        | D         | D         | D        | D    | D   |   |    |    |             |
| Shares writing from genre grade level focus  | I/D            | D         | D         | D        | D         | D         | D        | D    | D   |   |    |    |             |
| Shares writing for business  |                |           |           |          |           |           |          |      |     |   |    |    |             |
| (job apps, resume, scholarship essay)  |                |           |           |          |           |           |          |      |     |   |    |    |             |
|  |                |           |           |          |           |           |          |      |     |   |    |    |             |
| Appropriately utilizes visual aids (including illustrations, charts, tables                                      | , graphs, etc. | )         |           |          |           |           |          | 1    |     |   | 1  |    | <del></del> |
| Incorporates illustrations and text (handmade books)   | I              | D         | D         | M&A      | M&A       | M&A       | M&A      | M&A  | M&A |   |    |    | <u> </u>    |
| Incorporates illustrations, charts, tables, diagrams   |                |           |           |          |           |           |          |      |     |   |    |    |             |
| and graphs by hand   |                |           | Ι         | I/D      | D         | D         | D        | D    | D   |   |    |    |             |
| Incorporates illustrations, charts, tables, diagrams<br>and graphs using word-processing or spreadsheet software |                |           | т         | I/D      | D         | D         | D        | D    | D   |   |    |    |             |
| Incorporates illustrations, charts, tables, diagrams   |                |           | 1         | 1/D      | D         | D         |          | D    | D   |   |    |    | <b> </b>    |
| and graphs using presentation software   |                |           |           | Ι        | D         | D         | D        | D    | D   |   |    |    |             |
| Presents writing using poster or prop  |                |           | I         | D        | D         | D         | D        | D    | D   |   |    |    |             |

|  |          |          | Geni      | re        |            |     |     |     |     |   |    |    |    |
|--|----------|----------|-----------|-----------|------------|-----|-----|-----|-----|---|----|----|----|
|  | involves | developi | ing a var | iety of w | riting sty | les |     |     |     |   |    |    |    |
|  | K        | 1        | 2         | 3         | 4          | 5   | 6   | 7   | 8   | 9 | 10 | 11 | 12 |
| Narrative - Nonfiction   |          |          |           |           |            |     |     |     |     |   |    |    |    |
| Sketches / retells stories or personal experiences   | I/D      |          |           |           |            |     |     |     |     |   |    |    |    |
| Writes personal experiences in basic narrative form (beginning, middle and end, characters, details) | Ι        | I/D      | D         | D         | M&A        | M&A | M&A | M&A | M&A |   |    |    |    |
| Writes personal experiences in narrative form<br>(basic plot, setting, 5 W's, descriptive language)  |          |          |           | I/D       | D          | D   | D   | D   | D   |   |    |    |    |
| Creates complex nonfiction narrative   |          |          |           |           |            |     | Ι   | I/D | D   |   |    |    |    |
| Writes in response/reflection to literature (no specified format)                                    |          |          | I/D       | D         | D          | D   | D   | D   | D   |   |    |    |    |
| Writes in response to literature (specified format)  |          |          |           |           |            |     | Ι   | I/D | D   |   |    |    |    |
| Sketches pictures of self and self experiences   | I/D      |          |           |           |            |     |     |     |     |   |    |    |    |
| Writes simple autobiography  | Ι        | I/D      | D         | M&A       | M&A        | M&A | M&A | M&A | M&A |   |    |    |    |
| Writes autobiography using reference materials or interviews   |          |          |           | Ι         | D          | D   | D   | D   | D   |   |    |    |    |
| Varrative: Creative / Expressive   |          | -        | -         |           | -          | -   | -   |     |     | - |    |    |    |
| Writes in personal journal / writer's notebook   | I/D      | D        | D         | D         | D          | D   | D   | D   | D   |   |    |    |    |
| Sketches / retells fictional stories   | Ι        | I/D      |           |           |            |     |     |     |     |   |    |    |    |
| Writes fictional stories in basic narrative form<br>(beginning, middle and end, characters, details) | I        | I/D      | D         | D         | M&A        | M&A | M&A | M&A | M&A |   |    |    |    |
| Writes fiction stories in narrative form<br>(basic plot, setting, 5 W's, descriptive language)       |          |          |           |           | I/D        | D   | D   | D   | D   |   |    |    |    |
| Creates complex fiction stories  |          |          |           |           |            |     |     |     |     |   |    |    |    |
| Writes early poetry (mimics form)  | Ι        | Ι        | D         | D         | M&A        | M&A | M&A | M&A | M&A |   |    |    |    |
| Writes poetry according to easy format<br>(haiku, ab ab rhyming, free verse, etc)                    |          |          | Ι         | I/D       | D          | D   | D   | D   | D   |   |    |    |    |
| Writes poetry according to more complex formats  |          |          |           |           |            |     |     |     |     |   |    |    |    |
| Creates poetry determining own format  |          |          | Ι         | I/D       | D          | D   | D   | D   | D   |   |    |    |    |
| Writes in complex poetic form  |          |          |           |           |            |     |     |     |     |   |    | 1  |    |
| Writes simple plays (lines, characters)  |          |          |           | Ι         | I/D        | D   | D   | D   | D   |   |    |    |    |
| Writes basic plays (using basic elements of drama<br>- setting, stage directions, narrator, etc)     |          |          |           |           |            |     |     |     |     |   |    |    |    |
| Writes plays using elements of drama   |          |          |           |           |            |     |     |     |     |   |    |    |    |
| Writes complex drama   |          |          |           |           |            |     |     |     |     |   |    |    |    |
| Understands genre of fables and folklore   |          |          | I         | D         | D          | D   | D   | D   | D   |   |    |    |    |
| Recognizes genre characteristics of fables and folklore  |          |          |           |           |            |     |     |     |     |   |    |    |    |

|   |          | Genr    | e, Co     | ntinue     | ed         |     |     |     |     |   |    |    |          |
|---|----------|---------|-----------|------------|------------|-----|-----|-----|-----|---|----|----|----------|
|   | involves | develop | ing a var | iety of wi | riting sty | les |     |     |     |   |    |    |          |
|   | K        | 1       | 2         | 3          | 4          | 5   | 6   | 7   | 8   | 9 | 10 | 11 | 12       |
| Expository  | -        | -       | -         | -          | -          | -   | -   | -   |     | - | -  | -  |          |
| Sketches / labels biography information   |          |         |           |            |            |     |     |     |     |   |    |    |          |
| (specific people and characters)  | I        | I/D     | D         | M&A        | M&A        | M&A | M&A | M&A | M&A |   |    |    |          |
| Writes simple biography   |          | Ι       | I/D       | D          | M&A        | M&A | M&A | M&A | M&A |   |    |    |          |
| Writes biography (longer time span, more detail, greater focus)                               |          |         |           | І          | D          | D   | D   | D   | D   |   |    |    |          |
| Sketches / labels to describe places and things   | I        | I/D     | M&A       | M&A        | M&A        | M&A | M&A | M&A | M&A |   |    |    |          |
| Writes to describe observations   | Ι        | I/D     | D         | D          | D          | D   | D   | D   | D   |   |    |    |          |
| Writes to describe places and things  | Ι        | I/D     | D         | D          | D          | D   | D   | D   | D   |   |    |    |          |
| Writes character sketches and/or analyzes character development                               |          |         |           |            |            |     |     |     |     |   |    |    |          |
| Creates and writes interviews   |          |         |           | Ι          | D          | D   | D   | D   | D   |   |    |    |          |
| Writes to explain what or why   |          |         |           | I          | D          | D   | D   | D   | D   |   |    |    |          |
| Writes informative article (journalistic writing/ 5 W's)                                      |          |         |           |            |            |     |     | Ι   | D   |   |    |    |          |
| Writes cause and effect essay   |          |         |           |            |            |     |     |     |     |   |    |    |          |
| Writes summary of story   |          |         | Ι         | I/D        | D          | D   | M&A | M&A | M&A |   |    |    |          |
| Writes summary of a book  |          |         |           | Ι          | I/D        | D   | M&A | M&A | M&A |   |    |    |          |
| Writes simple reports (from verbal/visual information - teacher)                              |          | Ι       | I/D       | D          | M&A        | M&A | M&A | M&A | M&A |   |    |    |          |
| Writes nonfiction report to inform<br>(from nonfiction book - single source) independent work |          |         | I/D       | D          | D          | D   | D   | D   | D   |   |    |    |          |
| Writes nonfiction report to inform (from multiple sources)                                    |          |         | Ι         | D          | D          | D   | D   | D   | D   |   |    |    |          |
| Writes basic research paper - list sources  |          |         |           | Ι          | I/D        | D   | D   | D   | M&A |   |    |    |          |
| Writes research paper   |          |         |           |            |            |     |     |     | Ι   |   |    |    |          |
| Writes informative speech   |          |         |           |            |            |     |     |     | Ι   |   |    |    |          |
|   |          |         |           |            |            |     |     |     |     |   |    |    |          |
| Persuasive  |          |         |           |            |            |     |     |     |     |   |    |    |          |
| Understands genre of persuasion   |          |         |           | Ι          | I/D        | D   | D   | D   | D   |   |    |    |          |
| Writes persuasive letter  |          |         |           |            | Ι          | D   | D   | D   | D   |   |    |    |          |
| Writes persuasive essay   |          |         |           |            |            |     |     |     |     |   |    |    |          |
| Writes editorial  |          |         |           |            |            |     |     | Ι   | D   |   |    |    | <u> </u> |
| Writes literary review / critique   |          |         |           |            |            |     |     |     | Ι   |   |    |    | <u> </u> |
| Writes comparison / contrast essay  |          |         |           |            |            |     |     |     |     |   |    |    |          |

|  |          | Genr    | e, Cor     | ntinue    | ed         |     |     |     |     |   |    |    |          |
|--|----------|---------|------------|-----------|------------|-----|-----|-----|-----|---|----|----|----------|
|  | involves | develop | ing a vari | iety of w | riting sty | les |     |     |     |   |    |    |          |
|  | K        | 1       | 2          | 3         | 4          | 5   | 6   | 7   | 8   | 9 | 10 | 11 | 12       |
| Technical  |          |         |            |           |            |     |     |     |     |   |    |    |          |
| Writes to explain how (simple steps, directions, etc)  |          |         | Ι          | D         | D          | D   | M&A | M&A | M&A |   |    |    |          |
| Writes to explain how (more complex directions)  |          |         |            | I/D       | D          | D   | D   | D   | D   |   |    |    |          |
| Writes to explain mathematical thought / action  |          | Ι       | I/D        | D         | D          | D   |     |     |     |   |    |    |          |
| Writes to explain process (eg. science lab report)   |          |         |            |           | Ι          | I/D |     |     |     |   |    |    | <u> </u> |
| Timed Writing  |          |         |            |           |            |     |     |     |     |   |    |    | <u> </u> |
| Sketches / labels meaningful piece with time limit   | I/D      | D       | M&A        | M&A       | M&A        | M&A | M&A | M&A | M&A |   |    |    |          |
| Writes meaningful piece in 30 minutes  |          |         |            |           |            |     |     |     |     |   |    |    |          |
| (no prompt-chooses own genre)  | Ι        | D       | D          | D         | D          | D   | D   | D   | D   |   |    |    |          |
| Writes meaningful piece in 30 minutes  |          |         |            |           |            |     |     |     |     |   |    |    |          |
| (prompt-chooses own genre)   | Ι        | D       | D          | D         | D          | D   | D   | D   | D   |   |    |    |          |
| Writes in given genre in specified time limit  |          |         |            | Ι         | D          | D   | D   | D   | D   |   |    |    |          |
| Applies writing process in timed situation   |          |         |            | I/D       | D          | D   | D   | D   | D   |   |    |    |          |
| Assessment Response  |          |         | -          | -         | -          | -   | -   | -   | -   |   |    |    |          |
| Writes in complete sentences in response to written question (without teacher assistance)  |          | I       | I/D        | D         | M&A        | M&A | M&A | M&A | M&A |   |    |    |          |
| Writes in paragraph format (topic sentence, supporting detail, closing sentence) in response to written question or prompt           |          |         |            | I/D       | D          | D   | D   | D   | D   |   |    |    |          |
| Writes in 5 paragraph essay format (opening paragraph,<br>supporting paragraphs, closing paragraph) in response to<br>written prompt |          |         |            |           |            |     | I   | I/D | D   |   |    |    |          |
| Manages time in assessment situation   | Ι        | I/D     | I/D        | D         | D          | D   | D   | D   | D   |   |    |    |          |

|   |                 |           | Cra         | ft        |          |            |          |     |     |   |    |    |    |
|---|-----------------|-----------|-------------|-----------|----------|------------|----------|-----|-----|---|----|----|----|
| involves u  | sing the cra    | ft of a p | ublished    | author to | serve as | s a writin | ng mento | r   |     |   |    |    |    |
|   | K               | 1         | 2           | 3         | 4        | 5          | 6        | 7   | 8   | 9 | 10 | 11 | 12 |
| Reads and rereads own writing as a reader   | -               | -         |             |           |          |            |          | -   |     |   |    |    |    |
| Rereads own writing as a "reader" (teacher guided/modeled)  |                 | Ι         | I/D         | D         | D        | D          | D        | D   | D   |   |    |    |    |
| Rereads own writing as a "reader" (independently)   |                 |           |             |           | Ι        | I/D        | D        | D   | D   |   |    |    |    |
| Rereads own writing from a variety of perspectives as different<br>"readers" (teacher guided/modeled) |                 | I         | Ι           | I/D       | D        | D          | D        | D   | D   |   |    |    |    |
| Rereads own writing from a variety of perspectives as different<br>"readers" (independently)          |                 |           |             |           |          | I          | I/D      | D   | D   |   |    |    |    |
| Identifies possible changes based on reader's needs<br>(teacher guided/modeled)                       |                 | I         | I/D         | D         | D        | D          | D        | D   | D   |   |    |    |    |
| Identifies possible changes based on reader's needs<br>(independently)                                |                 |           |             |           | T        | I/D        | D        | D   | D   |   |    |    |    |
| Reflects on own writing during the process (teacher guided)   |                 | I/D       | D           | D         | D        | D          | D        | D   | D   |   |    |    |    |
| Reflects on own writing during the process (independently)  |                 | 1/12      |             | D         | I        | I/D        | D        | D   | D   |   |    |    |    |
| Makes changes during the writing process based on reflection  |                 | I         | I/D         | D         | D        | D          | D        | D   | D   |   |    |    |    |
| Reflects on own writing after publishing (teacher guided)   | T               | I/D       | D           | D         | D        | D          | D        | D   | D   |   |    |    |    |
| Reflects on own writing after publishing (independently)  |                 |           |             | I         | D        | D          | D        | D   | D   |   |    |    |    |
| Reflects on own writing after publishing (independently)  |                 |           |             | 1         | D        |            | D        |     | D   |   |    |    |    |
| Reads and rereads literature like a writer (recognizes craft & recogn                                 | inga litanatuna | og nublig | had muitin. | -)        | 1        | 1          | 1        |     | 1   |   |    | l  |    |
| Understands concept of author as writer   |                 |           | D           | M&A       | M&A      | M&A        | M&A      | M&A | M&A |   |    |    |    |
| Understands that authors use/personalize the writing process  |                 | I         | D           | D         | D        | D          | D        | D   | D   |   |    |    |    |
| Understands that authors tailor writing to a specific   |                 | 1         | D           | D         | D        | D          | D        | D   | D   |   |    |    |    |
| audience and purpose  |                 | I         | I/D         | D         | D        | D          | D        | D   | D   |   |    |    |    |
| Understands that a writer can learn from other writers (peer or professional author)                  | I               | I/D       | D           | D         | D        | D          | D        | D   | D   |   |    |    |    |
| Recognizes that literature is published writing   | Ι               | D         | D           | M&A       | M&A      | M&A        | M&A      | M&A | M&A |   |    |    |    |
| elects a craft from an author and applies it in their own writing                                     |                 |           |             |           |          |            |          |     |     |   |    |    |    |
| Recognizes a "craft" in a piece of literature (teacher guide)   |                 | Ι         | I/D         | D         | D        | D          | D        | D   | D   |   |    |    |    |
| Recognizes a "craft" in a piece of literature (small group)   |                 |           |             |           | Ι        | I/D        | D        | D   | D   |   |    |    |    |
| Recognizes a "craft" in a piece of literature (independently)   |                 |           |             |           |          | Ι          | I/D      | D   | D   |   | 1  |    |    |
| Names the craft (self-created name)   |                 |           |             | Ι         | I/D      | D          | D        | D   | D   |   |    |    |    |
| Names the craft (formal literary term)  |                 |           |             | т         | I/D      | D          | D        | D   | D   |   | 1  |    | 1  |

|   |                |     |     | ntinue |     |     |        |     |     |   |    |    |          |
|---|----------------|-----|-----|--------|-----|-----|--------|-----|-----|---|----|----|----------|
| involves  | using the craf |     |     |        | 1   |     | 1      |     | 1   |   |    |    |          |
|   | K              | 1   | 2   | 3      | 4   | 5   | 6      | 7   | 8   | 9 | 10 | 11 | 12       |
| Uses vocabulary of a writer to name, discuss, and apply craft             |                |     |     |        |     |     |        |     |     |   |    |    |          |
| Alliteration  |                |     |     | Ι      | D   | D   | D      | D   | D   |   |    |    |          |
| Allusion  |                |     |     |        |     |     |        |     | Ι   |   |    |    |          |
| Allegory  |                |     |     |        |     |     |        |     |     |   |    |    |          |
| Antagonist / Protagonist  |                |     |     |        |     |     |        |     |     |   |    |    | 1        |
| Character   |                | Ι   | D   | D      | D   | D   | D      | D   | D   |   |    |    |          |
| Characterization  |                |     |     |        |     |     |        |     |     |   |    |    |          |
| Conflict  |                |     |     |        |     |     | Ι      | I/D | D   |   |    |    | 1        |
| Connotation / Denotation  |                |     |     |        |     |     |        | Ι   | I/D | 1 | 1  | İ  | 1        |
| Dialogue  |                | Ι   | D   | D      | D   | D   | D      | D   | D   | 1 | 1  | İ  | 1        |
| Flashback   |                |     |     |        |     | I/D | D      | D   | D   | 1 |    | İ  | 1        |
| Foreshadowing   |                |     |     |        |     | Ι   | I/D    | D   | D   |   |    |    | 1        |
| Imagery   |                |     |     |        |     |     | Ι      | I/D | D   |   |    |    | 1        |
| Inference   |                |     |     |        |     |     |        |     |     |   |    |    |          |
| Metaphor  |                |     |     |        |     | I   | I/D    | D   | D   |   |    |    |          |
| Mood  |                |     |     |        | I   | I/D | D      | D   | D   |   |    |    | 1        |
| Onomatopoeia  |                |     |     | I      | D   | D   | D      | D   | D   |   |    |    | 1        |
| Oxymoron  |                |     |     |        |     |     |        |     |     |   |    |    | 1        |
| Parable   |                |     |     |        |     |     |        |     |     |   |    |    | 1        |
| Parallel Structure  |                |     |     |        |     |     |        |     | I   |   |    |    | 1        |
| Personification   |                |     |     |        |     | I   | I/D    | D   | D   |   |    |    | 1        |
| Point of View (first person, second person, third person)                 |                |     |     |        |     | Ι   | D      | D   | D   |   |    |    |          |
| Plot (setting, conflict, rising action, climax, falling action, solution) |                |     | Ι   | I/D    | D   | D   | D      | D   | D   |   |    |    |          |
| Pun   |                |     |     |        |     |     |        |     |     |   |    |    | <u> </u> |
| Repetition  |                |     |     |        |     | I/D | D      | D   | D   |   |    |    |          |
| Rhyme   |                |     | I/D | D      | D   | D   | D      | D   | D   |   |    |    |          |
| Rhythm  |                |     | I   | I/D    | D   | D   | -<br>D | D   | D   |   |    |    |          |
| Sequence of Events  |                | I/D | D   | D      | D   | D   | D      | D   | D   |   |    |    |          |
| Setting   |                | I   | I/D | D      | D   | D   | D      | D   | D   |   |    |    | <u> </u> |
| Simile  |                |     | I   | I/D    | D   | D   | D      | D   | D   |   |    |    | <u> </u> |
| Stanza  |                |     |     |        | I/D | D   | D      | D   | D   |   |    |    | <u> </u> |
| Subheadings   |                |     |     |        |     | -   | -      | I   | D   | 1 |    |    | <u> </u> |
| Theme   |                |     |     |        |     |     |        | I   | I/D | 1 |    |    | <u> </u> |
| Tone  |                |     |     |        |     |     |        |     | I   | 1 |    |    | <u> </u> |
| Title   |                | I   | I/D | D      | D   | D   | D      | D   | D   | 1 | 1  |    | <u> </u> |
| Author-Unique Craft   |                | -   |     | I      | I/D | D   | D      | D   | D   | 1 |    |    | <u> </u> |