



Formal Written Communication Rubric

Student Name: _____ Assignment: _____ Assessor _____ Date: _____

For formal assessment, provide a copy of the assignment if possible

Criteria (compared to other LSU undergraduates)	Weak					Strong	Not Applicable
	1	2	3	4	5	6	
The writing meets the assignment's specifications.							
The writing contains clear organization and structure.							
The reasoning is logical.							
The writing is adequately developed with evidence, details, and/or examples.							
The language used is appropriate to the audience and purpose for the writing.							
The wordings, phrasings, and sentence structure are correct.							
Optional Criterion 1							
Optional Criterion 2							
Overall Assessment							

Overall priorities for revision (if assessment is for a draft) or final comments: