

Keyhole Format

The first sentence should be a general introduction to the main subjects that will be discussed in the essay.

The focus should narrow throughout the introduction.

The last sentence should be the thesis statement, a statement that specifically answers the questions being posed in the prompt.

Basic Paragraph Structure

- I. **Topic Sentence**
- II. **Evidence/key detail** (quote/paraphrase)
- III. **Analysis/explanation** (1-2 sentences)
- IV. **Evidence/key detail** (quote/paraphrase)
- V. **Analysis/explanation** (1-2 sentences)
- VI. **Evidence/key detail** (quote/paraphrase)
- VII. **Analysis/explanation** (1-2 sentences)
- VIII. **Concluding Sentence**

The first sentence of the conclusion should be a general restatement of the thesis, without restating it word for word.

The focus should broaden throughout the conclusion.

The last sentence should be a clincher statement, offering a summation about the general subjects addressed in the essay.

PQA

Keyhole

Analysis
Conventions
Rubrics

Develop a
writing guide

Peer reviews

team-
Nagowski

Name:

Writing Rubric
Grade Kindergarten

Focus: Does your sentence answer the question?	yes	no
Organization: Are the words in order?	yes	no
Development: Does your sentence have details?	yes	no
Language: Does your sentence have describing words?	yes	no
Conventions: Does your sentence have the correct end mark?	yes	no
Conventions: Are capital letters used correctly?	yes	no
Conventions: Are sight words spelled correctly?	yes	no

Name:

Writing Rubric
Grade 1

Focus: Writing supports main idea	3	2	1
Organization: Writing has a clear and concise beginning, middle, and end	3	2	1
Development: When necessary, writing gives supporting details	3	2	1
Language: Writing uses words that make sense	3	2	1
Conventions: Writing has the correct end marks	3	2	1
Conventions: Capital letters are used correctly	3	2	1
Conventions: Key words are spelled correctly	3	2	1

Overall score: _____ out of 21

Name:

Expository Writing Rubric
Grade 2

Focus: introduction/topic sentence	4	3	2	1
Focus: conclusion/concluding sentence	4	3	2	1
Focus: answers the question/prompt	4	3	2	1
Organization: sentences in order	4	3	2	1
Development: specific details	4	3	2	1
Language: varied sentence structure	4	3	2	1
Conventions: complete sentences	4	3	2	1
Conventions: capitals and end marks	4	3	2	1
Conventions: grammar and usage	4	3	2	1
Conventions: spelling (words within the text)	4	3	2	1

Overall score: _____ out of 40

Name:

Persuasive Writing Rubric
Grade 3

Focus: introduction/topic sentence	4	3	2	1
Focus: conclusion	4	3	2	1
Focus: states opinion/makes choice	4	3	2	1
Organization: cohesive paragraph	4	3	2	1
Development: reasons support opinion	4	3	2	1
Language: transitions	4	3	2	1
Conventions: complete sentences	4	3	2	1
Conventions: capitals, periods, commas	4	3	2	1
Conventions: grammar and usage	4	3	2	1
Conventions: spelling (words within the text)	4	3	2	1

Overall score: _____ out of 40

Name:

**Narrative Writing Rubric
Grade 4**

Focus: establishes problem, focus, or goal	4	3	2	1
Focus: introduces narrator and/or characters	4	3	2	1
FOCUS: includes conclusion and/or lesson learned	4	3	2	1
Organization: sequence of events	4	3	2	1
Organization: natural and logical flow	4	3	2	1
Development: relevant details from prompt	4	3	2	1
Development: descriptive and sensory details	4	3	2	1
Development: visualization of event or character	4	3	2	1
Language: precise and vivid language	4	3	2	1
Language: use of dialogue	4	3	2	1
Language: transitional words and phrases	4	3	2	1
Conventions: sentence structure	4	3	2	1
Conventions: capitals, periods, commas, quotations	4	3	2	1
Conventions: grammar and usage	4	3	2	1
Conventions: spelling	4	3	2	1
(words within text; words outside of text)				

Overall score: _____ out of 60

Name:

**Narrative Writing Rubric
Grade 5**

Focus: establishes problem, focus, or goal	4	3	2	1
Focus: introduces narrator and/or characters	4	3	2	1
Focus: includes conclusion and/or lesson learned	4	3	2	1
Organization: sequence of events	4	3	2	1
Organization: natural and logical flow	4	3	2	1
Development: relevant details from prompt	4	3	2	1
Development: descriptive and sensory details	4	3	2	1
Development: visualization of event or character	4	3	2	1
Language: precise and vivid language	4	3	2	1
Language: use of dialogue	4	3	2	1
Language: transitional words and phrases	4	3	2	1
Conventions: sentence structure	4	3	2	1
Conventions: capitals, periods, commas, quotations	4	3	2	1
Conventions: grammar and usage	4	3	2	1
Conventions: spelling (words within text; words outside of text)	4	3	2	1

Overall score: _____ out of 60