

PLEASE **CIRCLE** SPECIFIC VIRTUES OR FLAWS IN THE CATEGORIES YOU WORKED ON.
THEN **CIRCLE** THE APPROPRIATE NUMBER ONLY IN THAT AREA.

CONTENT	5	4	3	2	1	COMMENTS: Further detail the session and provide helpful notes to the next tutor:
Purpose & manner:	clear & original		clear not original		lacks central idea	
Knowledge:	extensive, insightful		general		limited, little insight	
Focus:	sharp, primary and secondary ideas proportioned		considered, not followed		no focus,	
Detail:	relevant, striking		proportion & balance inexact		little balance or proportion	
Control:	strong		general, predictable, repetitive		insufficient or rote	
			strong in places		aimless, repeats the prompt	
ORGANIZATION	5	4	3	2	1	
Reader's understanding:	enhanced		can follow		no direction	
Pattern:	complete, effective		awkward forced		disjointed	
Begin & end:	inviting & satisfying		one or both faulty		no clear sense	
Transitions:	indicate flow of ideas		missing assumptions		absent	
Detail placement:	major ideas head major units; supports strong, every para. fits		major ideas buried; some support, some para.'s fit		confusing, illogical	
VOICE	5	4	3	2	1	
Individuality:	unmistakable, takes risks		generic, few risks		flat, lifeless	
Interaction:	compelling		second-guesses reader		confusing or none	
Tone:	controlled, strong		inconsistent		stilted, inappropriate	
WORD CHOICE	5	4	3	2	1	
Selection:	precise meaning		approximates meaning		meaning indeterminate or trite	
Specificity:	accurate, specific, strong images		abstract, general, vague images		threadbare, abstraction, imagery	
Syntax:	active verbs, economical modifiers		"be" verbs, modifiers general		careless, imprecise or wrong	
Usage:	variety, experiment		cliches, hackneyed expression		monotonous repetition of key phrases	
			Intensifiers			
SENTENCE STRUCTURE	5	4	3	2	1	
Variety:	structure supports meaning & voice		structure creates ambiguity		incomplete or rambling	
Economy:	every word carries maximum strength		unnecessary complexity, wordy, dangling modifiers, repetitious		words fill space	
Parallelism:	among units of like thought		choppy, incomplete or monotonous		none	
Sentence Boundaries:	no run-ons, frags. or comma splices		few run-ons, frags., comma splices		many run-ons, frags., comma splices	
WRITING CONVENTIONS	5	4	3	2	1	
Grammar:	agreement, tense, etc., all correct		agre, spotty, tense shifts. adj/adv		numerous in number & kind	
Punctuation:	flawless		few major errors, some minor ones		many major and minor errors	
Spelling & Caps:	perfect		enough to distract		frequent errors	
Paragraphing:	correct		irregular		haphazard or absent	
Citations:	perfect in text & work cited		imperfect in text, minor errors		missing	
			works cited			