

SELF-REFLECTION ESSAY GRADING RUBRIC

CATEGORY	<i>HIGHLY SUCCESSFUL</i>	<i>SUCCESSFUL</i>	<i>NOT YET SUCCESSFUL</i>
Length	Essay is 250-500 words (one – two full pages)	-----	Essay is less than 250 words (less than one full page)
Heading	Heading follows MLA format – double-spaced, aligned on the left side, with 1. your name, 2. advisors’ names, 3. Self-Reflection Essay, 4. the date	Heading is missing one of the required elements, or there is a single mistake with the MLA format	No heading, or heading has multiple mistakes – no attempt was made to follow MLA format
Format	Essay is consistently double spaced, 12 pt. Times New Roman font with standard Microsoft Word margins (1”-1.25”)	Essay is lacking one of the format requirements, although the length of the paper appears not to have been manipulated (well within length requirement)	Paper is lacking two or more of the required typed elements and/or the length of the paper has been deliberately manipulated (well under or over 250-500 words)
Style and Structure ORGANIZATION	Essay is exceptionally well organized, broken into appropriate and manageable paragraphs, and is clear and focused throughout	Essay is relatively well organized, most paragraphs are of an appropriate length, and the essay is relatively clear and focused throughout	Essay lacks organization, has multiple paragraphs that are too lengthy or too brief, rendering the essay too difficult to understand.
Style and Structure INTRODUCTION and CONCLUSION	Introduction and conclusion are exceptionally clear, organized, well-written and on-target	Introduction establishes what this individual’s Senior Project was, while the conclusion provides an adequate recap of the author’s main points	Introduction or conclusion is missing, or is so unclear that it serves no purpose within the essay
Content (WHAT TO FOCUS ON IN THE REACTION) ...Keep in mind that the essay is to be SELF reflective in nature...	Essay deals with all or almost all of the “Successful” topics listed (that are appropriate for the type of project undertaken) in an exceptionally clear and effective manner. The author maintains a professional viewpoint while being honest and candid about all experiences related to the project	Essay deals with most of the following topics: simple overview of hours logged on the project, reaction to what was observed and/or learned, impact the project has had on the author’s future (career decisions, attitude, etc), reference of any research that was most surprising or interesting, appropriate comments regarding the research or presentation experience, things the author would do differently next time, advice to next year’s seniors regarding the project in general (WHAT DID YOU LEARN?)	Essay fails to convey a clear personal reaction of the author’s Senior Project experience, or fails to deal with many of the “Successful” topics listed. A Not Yet Successful evaluation will also be given for essays that launch a personal tirade against the project in general – essays that attack the project and its requirements rather than focusing on the individual’s experience from start to finish. Other opportunities will be given for seniors to offer constructive criticism as the project is revised
Editing, Grammar, etc.	Essay reflects an exceptional amount of editing, attention to spelling, grammar, sentence structure, etc. Essay is clear, easy and enjoyable to read	Essay reflects an adequate amount of editing and attention to spelling, grammar, sentence structure, etc. so that the essay is easily readable	Essay does not reflect adequate editing, attention to spelling, grammar, sentence structure, etc., making the essay largely unreadable

- Any papers receiving a NOT YET SUCCESSFUL evaluation in ONE or MORE categories must be corrected and resubmitted to a FACULTY ADVISOR by April 5th.
- Papers will be awarded a HIGHLY SUCCESSFUL evaluation with 5 out of 7 or more Highly Successful categories and no Not Yet Successful categories IF the paper is submitted by March 23rd.
- All other Papers will be awarded a SUCCESSFUL evaluation.

SELF-REFLECTION ESSAYS ARE TO BE SUBMITTED DIRECTLY TO A FACULTY ADVISOR BY MARCH 23rd.

Essay submitted by: _____ on _____, 2006

Essay evaluated by: _____ on _____, 2006

CATEGORY	EVALUATION			COMMENTS (if not yet successful)
Length	HS	S	NYS	
Heading	HS	S	NYS	
Format	HS	S	NYS	
Organization	HS	S	NYS	
Intro and Concl.	HS	S	NYS	
Content	HS	S	NYS	
Editing	HS	S	NYS	

Overall evaluation: Highly Successful (5 of 7 or more HS, no NYS, essay submitted on time)

Successful (all categories S, up to 4 HS, no NYS)

Not Yet Successful (any NYS categories – resubmit to Faculty Advisor by 4/13)

****When resubmitting an essay, please include your original, graded essay and this rubric****