

Rubric for Summarizing

SCORE	MAIN IDEAS	SELECTION OF DETAILS	ORGANIZATION	STYLE, VOICE, AND CLARITY	CONVENTIONS AND MECHANICS
5 Outstanding	The purpose of the summary is clear, and main ideas are related in a logical, meaningful order with all essential content included	Appropriately selected details effectively support the summary throughout the response	Clear and consistent organization with well-executed transitions excellently supports the summary, including an excellent introduction and conclusion	The response is clear and original and employs appropriate stylistic elements for effect in an exceptional manner	Syntax, grammar, and conventions are correct and add to the effectiveness of the response
4 Exceeds Expectations	The purpose of the summary is clear, and main ideas are related in a logical order with essential content included	Some appropriately selected details support the summary	The organization is clear and supports the summary; the introduction and conclusion are well executed	The response is clear and employs appropriate stylistic elements for effect	Few or no errors are present in usage or syntax
3 Meets Expectations	The purpose of the summary is clear; main ideas are related in a mostly logical order with most essential content included	Details adequately support the summary but may demonstrate some inconsistencies in execution or application	The organization, including introduction and conclusion, are adequate to support the summary	The response is mostly clear and adequately employs stylistic elements	Minor errors in usage or syntax may be present, but without repetition or undermining overall effectiveness
2 Approaching Expectations	The purpose of the summary is somewhat unclear, or main ideas are related in an order that confuses or leaves out important elements	There is insufficient detail to support the analysis, or details are not always adequate to support key points	Some flaws in organization or lack of clarity and transitions make the summary hard to follow	The response may be unclear or misuses stylistic elements in ways that interfere with voice and meaning	Patterns of errors in usage or syntax undermine the effectiveness of the response
1 Well Below Expectations	The summary is insufficient to the task; main ideas are missing or presented in confusing or incorrect order	Details are missing or insufficient to support the summary	The organization lacks focus and clarity; transitions may be unclear	The response is vague or lacks clarity; stylistic choices may confuse rather than enhance meaning	Significant errors in usage or syntax obscure the meaning and effectiveness of the response