**Journal Entry 1:**

**Me, A Writer?**

**Journal Entry 2:**

**Correctness**

**in Writing**

**Journal Entry 3:**

**Prewriting/**

**Thesis**

**Journal Entry 4:**

**Organizing/**

**Drafting**

**Journal Entry 5:**

**Revising**

**Journal Entry 6:**

**Evaluation**

**Format**

(Header, title and

date, margins,

font, line spacing)

**Ideas and Content**

The writer addressed all three areas of his or

her life: home and family, school, and work.

The writer used narrative and description to

show the reader what is happening in his or

her life at the present time.

The writer used description and process analysis

to show how he or she manages his or her

schedule.

The content meets the requirements of the

assignment.

**Organization**

The writer followed the instructions and wrote

two paragraphs.

Each paragraph begins with a topic sentence

that introduces the main idea: what is happening

in the writer’s life; how the writer manages

his or her time.

Each paragraph is developed effectively and

presents enough evidence use in the process

analysis essay.

**General Correctness**

The writer used correct sentence structure,

grammar, spelling and punctuation.

The writer used spell and grammar checks and

proofread the paper to check for errors in word

choice and typos.

The paper is reasonably free of errors that

interfere with a reader’s ability to understand

the content.

**Format**

The writer met the length requirement of

1,000–1,100 words.

The writer used the required font, line spacing,

and margins.

The writer included the required information in

the header at the top of the paper.

***Traits of Good Writing***

*Review pages 9–10 in your study*

*guide for a complete explanation*

*of the rating you earned for each*

*trait, as well as references you can*

*study to improve your writing*

*skills.*

**Ideas and Content:** The writer

provides a clear thesis statement

that addresses the purpose of the

essay and combines elements of

narrative, description, and process

analysis to illustrate the purpose of

the essay.

**Organization:** There’s a clear

introduction with a thesis, body,

and conclusion. The writer uses

topic sentences to organize body

paragraphs and transitions appropriately

to guide the reader from

point to point. The conclusion reinforces

the thesis statement and

provides a satisfactory ending to

the essay.

**Voice:** The writer interacts with

the assigned audience using an

appropriate, consistent point of

view and tone. The writer offered

adequate evidence from his or her

own experience to effectively

engage readers’ interest and

address the purpose of the essay.

**Grammar, and Sentences, and**

**Word Choice:** The writer uses

correct grammar, spelling, punctuation,

and sentence structure. The

writer makes correct word choices,

defines unfamiliar terms, and conveys

a clear message. The writer

has edited and proofread the

essay.

**Format:** The writer met the

required length (1,000–1,200

words), used the assigned font

and margins, and included the

required header information correctly.