

INTERNSHIP JOURNAL GRADING RUBRIC

	Poor	Fair	Good	Excellent	POINTS
Content (50 pts)	Content is incomplete. Major points are not clear or not thorough. Required content is unanswered, or was inadequately addressed. Journal is inadequate in depth of thought. (0-25 pts)	Content is not comprehensive or persuasive. Major points are addressed but not well supported. Responses are inadequate or content is inconsistent with regard to purpose or clarity of thought. (26-38 pts)	Content is adequate. Major points are stated. Discussion is adequate and addresses the requirements. Content and purpose of the journal are clearly articulated. (38-43 pts)	Content is comprehensive and persuasive. Major points are stated clearly and are well supported. The journal is excellent, addressing the assignment and incorporating the required content. (44-50 pts)	
Organization & Structure (40 pts)	Organization and structure detract from the message of the journal. Points are disjointed and lack transition. (0-20 pts)	Structure of the journal is not easy to follow. Transitions need improvement. Insights do not flow from the rest of the journal. (21-30 pts)	Structure is mostly clear and easy to follow. Transitions are present. Conclusions are logical. (31-35 pts)	Structure of the journal is very clear and easy to follow. Transitions are logical and maintain the flow of thought throughout the journal. The conclusions are logical and flow from the rest of the writing. (36-40 pts)	
Grammar, punctuation & spelling (10 pts)	Journal contains numerous grammatical, punctuation, and spelling errors. (0-4 pts)	Journal contains a few grammatical, punctuation, and spelling errors. (5-6 pts)	Rules of grammar, usage and punctuation are followed with only minor errors that do not detract from the readability of the work. Spelling is correct. (7-8 pts)	Rules of grammar, usage, and punctuation are followed. Spelling is correct. Language is clear and precise. Sentences display strong, varied structure. (9-10 pts)	
				TOTAL	