

RUBRIC

Category	Proficient (5 points)	Emerging (3-4 points)	Beginning (1-2 points)
Student understands the importance of receiving and writing letters.	Fully understands and can explain their thinking.	Partially understands and can tell you something about it.	Starts to understand but is limited to the importance of receiving a letter.
Student can identify the parts of a letter in letters written by others.	Can identify and name the parts of a letter in more than one type of letter.	Can identify and name the parts of a letter in only one type of letter.	Can identify and name some of the parts of a letter.
<p>Student can understand that letters are written for different purposes, such as:</p> <p>Friendly letters: Say hi and tell someone about something fun.</p> <p>Business letters: Formally tell or ask about something specific.</p> <p>Thank you letters: Thank someone for a gift or kindness.</p>	Fully understands and can explain the purposes of all three types of letters.	Understands and can explain the purposes of at least two types of letters.	Can discuss the purpose of at least one type of letter.
Student can write a friendly letter.	Includes all parts of the letter and the letter makes sense.	Includes most of the parts of the letter and it makes sense.	Includes only one or two parts of the letter.
Points Earned			