Apology Note Rubric

|  | Main Point | Text Evidence | Tone | Character | Timeliness |
| --- | --- | --- | --- | --- | --- |
| 4 Points | The main point/apology is made clearly. Thoughts are clearly organized. | Text evidence is clearly stated to support points throughout the apology.  | The tone is appropriate for the apology and clearly fits the purpose and the audience. | The speaker shows a clear understanding of the character and the text being discussed. | The apology note was submitted on time. |
| 3 Points | The main point/apology is made clearly. An attempt was made to organize thoughts.  | Text evidence is alluded to throughout the apology. | The tone is appropriate for the apology. Some word choices might not fit the purpose or the audience. | The speaker shows a clear understanding of the text being discussed. |  |
| 2 Points | The main point/apology is not clearly stated. An attempt was made to organize thoughts. | Text evidence is only briefly stated or alluded to in the apology. | The tone is inconsistent with the apology, and several word choices do not fit the purpose or the audience. | The speaker shows a basic understanding of the text being discussed. |  |
| 1 Point | The main point/apology is not clearly stated or is missing. Organization of thoughts is not evident or is missing. | Text evidence is missing from or not clearly stated or alluded to in the apology. | The tone is inappropriate for the apology. Word choice does not fit the purpose or the audience. | The speaker does not show an understanding of the plot, characters, and conflict in the text being discussed. |  |
| Points Awarded |  |  |  |  |  |

Total Points \_\_\_\_\_\_\_\_\_\_\_\_\_\_