

**Rubric for Letter of Intent – 11AP Debate Project**

<b>Professional Format</b>	Spacing & Alignment of Information	<p>No spacing or alignment errors</p> <p>Includes sender’s full return address, date, recipient’s full name, title, and address; abbreviations spelled out</p> <p>Includes recipient’s name, personal title, colon</p> <p>Uses standard professional closing expression followed by a comma; signature located <u>above</u> typed name exactly as name appears; professional-colored pen used</p> <p align="center">10 points possible</p>	-1 pt per error
	Heading & Inside Address		
	Salutation, Complementary Closing, and Signature		
<b>Paragraph 1</b>	Discussion of Research Topic	<p>Very specific topic proposed &amp; explanation provided; relevance and appropriateness is discussed</p> <p align="center">10 pts possible</p>	grade based on specificity of discussion
<b>Paragraph 2</b>	Discussion of Position	<p>Position is discussed in-depth; thesis/claim is present &amp; takes a clear position; prior knowledge and possible objections are addressed</p> <p align="center">10 pts possible</p>	grade based on specificity of discussion
<b>Paragraph 3</b>	Discussion of Sources	<p>Includes <u>two</u> sources; titles, authors, sources, and dates of publication provided; sources are briefly summarized; credibility of sources is discussed</p> <p align="center">10 pts possible</p>	grade based on specificity of discussion
<b>Paragraph 4</b>	Discussion of Rhetorical Elements	<p>Strategies are discussed in-depth; student demonstrates a clear understanding of elements as they pertain to the rhetorical situation</p> <p align="center">10 pts possible</p>	grade based on specificity of discussion
<b>Paragraph 5</b>	Discussion of Learning Experience	<p>Hopes for learning experience are discussed in-depth and demonstrate critical thought on the part of the debater</p> <p align="center">10 pts possible</p>	grade based on specificity of discussion
<b>Professionalism of Writing</b>		<p>Sophisticated style (varied syntax, transitional devices, appropriate diction, active voice)</p> <p align="center">No informal expressions (includes slang and abbreviations)</p> <p align="center">Grammatical mastery is demonstrated</p> <p align="center">20 pts possible</p>	
			TOTAL = _____/80 pts