

UNIT 4 Word Processing Project 3



Rubric
U4P3_IP3

3 Independent Practice (page 183)

Write and Format Your Paper

Directions: After you have finished your project, determine whether you have completed the criteria listed in the left column. Fill in the checklist in the shaded columns below and then turn the rubric in to your teacher along with your project.

Criteria	Student Checklist		Teacher Evaluation
	Completed	Not Completed	Comments
Complete Independent Practice 2			
Compose a first draft of your paper			
Create an MLA style paper using the research you have done on your chosen topic			
Include one to two pages of text, double spaced and properly formatted			
Include at least two quotations from two different sources			
Use correct spelling, punctuation, and grammar			
Edit your paper to be sure it is clear and free of errors			