

Grading Criteria

The following table outlines grading criteria for assignments in my courses.

Grade	Meaning
A	An <i>A</i> document is excellent. The audience analysis is insightful, the topic precise. The concept is original, the ideas complex, and the topic is significant; the text introduces new angles on subject matter. The structure is clear and logical. The thesis is strong, and the paragraphs are detailed and effectively organized. The document is persuasive. The design follows MLA, APA, or CMS standards, and the visuals are accurate. The style is clear, and the G/M is close to perfect.
B	A <i>B</i> document is good work. It might have almost all the virtues of the <i>A</i> document, but one or more of the elements is flawed. For instance, persistent spelling errors could reduce an <i>A</i> document to a <i>B</i> .
C	A <i>C</i> document is adequate work. In general, the document satisfies the requirements of the assignment, but it is significantly flawed.
D	A <i>D</i> document is unsatisfactory. Although some aspects of the document might be well done, overall there are numerous or significant problems with its conception or execution.
F	An <i>F</i> document is failing work. It is late, ignores the assignment sheet, is difficult to read, or is unprofessional.

(Adapted from the website of Mike Markel, *Technical Communication*, Bedford St. Martin's)