**Writing Process Checklist**

**All major writing assignments will follow a process. Students will be graded on their ability to operate and improve within this process. All process grades are completion grades, meaning if you put in the effort, follow deadlines, and try to improve, you will be rewarded with high marks on this part of the essay.**

**Step 1 - \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_ / 10**

**Step 2 - \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_ / 10**

**Step 3 - \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_ / 10**

**Step 4 - \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_ / 10**

**MLA + Work Cited \_\_\_\_\_\_ / 10**

* **Students will format their final draft using MLA guidelines. All essays must include a Work Cited page as part of their formatting grade.**

**GUM (Grammar, Usage, Mechanics) – minus(-) \_\_\_\_\_\_ points**

* **Essays will be deducted points for mistakes in grammar, mechanics, and usage. PLTs will decide and differentiate this aspect of the essay scoring process.**

**NOTES:**

**Final Total - \_\_\_\_\_\_\_\_\_\_\_\_\_ / 50 points**

**Please Note: If teachers want to focus on one area of the writing process and assign extra points to that area, it MUST be a separate grade in NCWISE.**