Writing Center Evaluation Form

TO BE COMPLETED BY WRITER:

Name ____________________________   Today’s Date __________  Due Date of Paper ____________

Title __________________________________ Assignment _______________________________________

INSTRUCTIONS FOR THE EVALUATOR:

First read the essay. Then comment on each element listed

1) Has a clear, central controlling idea (thesis statement).
   Needs to be expanded
   Does not cover main ideas
   Other _______________________

2) Develops and organizes ideas logically.
   Ideas jump around
   Does not follow thesis
   Other _______________________

3) Gives relevant support (reasons, details, examples).
   No personal examples
   Leaves ideas without details
   Other _______________________

4) Uses language well (word choice, sentence structure).
   Excessive use of so, too, etc.
   Sentences are unclear
   Other _______________________

5) Uses correct grammar and punctuation.
   Comma splice
   Misspelled words
   Other _______________________

6) Follows assignment guidelines.
   Does not have a copy
   Does not follow guidelines
   Other _______________________

7) Documents sources correctly according to _____ style guidelines.
   Incorrect in-text citations
   Incorrect Works Cited page
   Other _______________________

Before turning the paper in, the writer needs to work on

____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________

Strengths of paper

____________________________________________________________________________________
____________________________________________________________________________________

Additional appointments recommended? _____ yes _____ no

Evaluated by ____________________________________________