

## 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<br>Does not cover main ideas<br>Other _____               |
| 2) Develops and organizes ideas logically.                          | Ideas jump around<br>Does not follow thesis<br>Other _____                     |
| 3) Gives relevant support (reasons, details, examples).             | No personal examples<br>Leaves ideas without details<br>Other _____            |
| 4) Uses language well (word choice, sentence structure).            | Excessive use of <i>so, too</i> , etc.<br>Sentences are unclear<br>Other _____ |
| 5) Uses correct grammar and punctuation.                            | Comma splice<br>Misspelled words<br>Other _____                                |
| 6) Follows assignment guidelines.                                   | Does not have a copy<br>Does not follow guidelines<br>Other _____              |
| 7) Documents sources correctly according to _____ style guidelines. | Incorrect in-text citations<br>Incorrect Works Cited page<br>Other _____       |

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

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Strengths of paper

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Additional appointments recommended? \_\_\_\_\_ yes \_\_\_\_\_ no

Evaluated by \_\_\_\_\_