

# Note Taking Rubric

Name: \_\_\_\_\_

Project: \_\_\_\_\_

	Not Yet Meeting Expectations	Minimally Meeting Expectations	Fully Meeting Expectations	Exceeding Expectations
Accuracy	Most of the information noted is inaccurate.	At least half of the information noted is accurate.	Most of the information noted is accurate.	All information noted is accurate.
Relevance	Most of the information does not answer the question.	At least half of the information pertains to the topic or question.	Most information pertains to the topic or question.	All information pertains to the topic or question.
Organization	Unorganized	There is little organization to the information collected.	Most of the information is well organized.	Information is well organized
Originality	Most of the information is copied directly from the source.	At least half of the information is paraphrased. Direct quotes are not noted.	Most of the information is paraphrased. Direct quotes are noted.	Information is paraphrased. Direct quotes are noted.
Citation	There are no citations or most of the citations are incomplete.	At least half of the citations use the appropriate citation format. They include some of the components in a citation. They occasionally use punctuation correctly.	Most citations use the appropriate citation format. They include most of the components in a citation. Most of the punctuation is correctly used.	All citations use the appropriate citation format. They include all components accurately and completely. They use punctuation correctly.