Grading Guidelines: Netiquette Guide

Your guide was graded based on how well it met the most pertinent measures of excellence of technical communication (chapter 1), how well it met the needs of its audience based on its purpose (chapter 4), and on how well its content supported the guidelines for netiquette (chapter 9).

* Clarity: document conveys a single meaning the reader can understand easily (clear definition of netiquette and guidelines)
* Accuracy: the facts are straight; the document is objective and unbiased; language is appropriate
* Comprehensiveness: gives some background so that readers can understand it; contains sufficient detail so that readers can follow the discussion; refers to supporting materials clearly
* Conciseness: conveys a lot of information economically; no wordy sentences, parallel constructions
* Professional appearance: document looks neat and professional; adheres to the format standards; well-designed and neatly printed
* Correctness: adheres to the conventions of grammar, punctuation, spelling, mechanics, and usage

\_\_\_\_\_\_\_\_\_

* Audience analysis: sheet attached, shows thought in how to create document based on audience needs

* Purpose: meets goal of project (to inform students, persuade them to use guidelines)

* Content is strong; netiquette guide is content-specific and strong in its recommendations