

**Comments/questions from student:**

**Evaluation:**

	Strong	OK	Weak
<b>Cover letter:</b>			
Is it set up in proper form for a business letter?			
Does it convey your strengths?			
Is your letter clear and concise?			
Does each sentence flow well from one to the next?			
Do you relate the job requirements to your skills?			
Are grammar and punctuation correct?			
Are words used and spelled correctly?			
Is the language clear and professional?			
<b>Resume:</b>			
Is the format clear and easily readable?			
Is all information included?			
Are grammar and punctuation correct?			
Is the resume tailored to the job?			
<b>Cover letter and resume:</b>			
What is the likelihood you will get an interview?			

**Comments from grader:**

Legal Studies 450, Grading Grid  
Case brief

Name: \_\_\_\_\_  
Grade: \_\_\_\_\_  
Revision due date: \_\_\_\_\_

**Comments/questions from student:**

**Evaluation:**

	Strong	OK	Weak
Are the parties identified correctly?			
Are all relevant facts included?			
Is the issue stated correctly?			
Is explanation of court's reasoning accurate?			
Is explanation of court's reasoning complete?			
Is the rule of law stated correctly?			
Does each sentence/paragraph flow well to the next?			
Is language clear and precise?			
Are words used and spelled correctly?			
Are punctuation and grammar correct?			
Are cases cited correctly?			

**Comments from grader:**

Legal Studies 450, Grading Grid  
Memorandum on social host liability

Name: \_\_\_\_\_  
Grade: \_\_\_\_\_  
Revision due date: \_\_\_\_\_

**Comments/questions from student:**

**Evaluation:**

	Strong	OK	Weak
Do you explain the legal issues accurately?			
Do you explain the legal issues completely?			
Is your memo easy to follow?			
Do you use topic sentences to guide the reader?			
Is your language clear and concise?			
Is your language appropriate for your audience?			
Are words used and spelled correctly?			
Are grammar and punctuation correct?			

**Comments from grader:**

Legal Studies 450, Grading Grid  
OP ED

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

Grade: \_\_\_\_\_

Revision due date: \_\_\_\_\_

**Comments/questions from student:**

**Evaluation:**

	Strong	OK	Weak
Do you state your thesis clearly in the first paragraph?			
Do you support your thesis with well-reasoned arguments?			
Is the law stated correctly?			
Do you acknowledge and refute the opposing argument?			
Is your writing clear and easy to follow?			
Do you use topic sentences to guide your reader?			
Is your language and tone appropriate for your audience?			
Are words used and spelled correctly?			
Are grammar and punctuation correct?			
Is your OP ED convincing?			

**Comments from grader:**

Legal Studies 450, Grading Grid  
Guantanamo research paper

Name: \_\_\_\_\_  
Grade for paper: \_\_\_\_\_  
Grade for research: \_\_\_\_\_  
Revision due date: \_\_\_\_\_

**Comments/questions from student:**

**Evaluation:**

	Strong	OK	Weak
<b>Paper</b>			
Is your thesis stated clearly?			
Do you support your thesis with well-reasoned arguments?			
Does your analysis incorporate legal reasoning from the case?			
Is your discussion of the law accurate?			
Do you show original thinking and analysis?			
Do sentences and paragraphs flow well from one to the next?			
Do you have good topic sentences?			
Is your language clear, concise, and easy to understand?			
Are words used and spelled correctly?			
Are punctuation and grammar correct?			
Are citations and bibliography correct?			
<b>Research</b>			
Do you include two references from relevant law review articles?			
Do they support your argument?			
Are your references well integrated into your text?			

**Comments from grader:**

Legal Studies 450, Grading Grid  
Memo on same-sex marriage

Name: \_\_\_\_\_  
Grade for memo: \_\_\_\_\_  
Grade for research: \_\_\_\_\_  
Revision due date: \_\_\_\_\_

**Comments/questions from student:**

**Evaluation:**

	Strong	OK	Weak
<b>Memo</b>			
Do you state your position clearly in the first paragraph?			
Do you support your position with well-reasoned arguments?			
Do you discuss the law correctly?			
Do you discuss the proposed amendment to the Massachusetts Constitution?			
Is your memorandum clear and easy to follow?			
Do you use good topic sentences to guide the reader?			
Is the tone appropriate for the intended audience?			
Are grammar and punctuation correct?			
Are words spelled and used correctly?			
Is your memo convincing?			
<b>Research</b>			
Do you include two relevant references?			
Are they incorporated well into your memorandum?			
Do they support your argument?			
Are they cited correctly?			

**Comments from grader:**

