

# Grading and Rubrics, APA Style, and Grammar Review (If We Have Time)

Eng 101 - Professor Hardwick

# Previously On English 101...

- We reviewed how to together ideas!
  - Coordinating conjunctions, transitional language, semicolons, subordinating conjunctions, etc.
- We reviewed APA Style.
- Your turned in your poems and essays!

# Canvas Update

- I should be set up today or tomorrow! I had a few flukes in the process but finally got my letter and will be speaking with Eddie today and tomorrow.
- Once it's finalized, I will notify you all.
- I now have an email address where you can submit assignments and ask questions!
- [senia.hardwick@stpaulsschoolofnursing.edu](mailto:senia.hardwick@stpaulsschoolofnursing.edu)

# The Goals for This Week

- Learn what a process analysis paper is.
- Revise your assignment from last week so it becomes an APA formatted process analysis paper.
- Learn about English verb tenses and other grammar and clarity related topics based on your essays.
- Begin reading scientific and academic literature based on the interests you gave me.
- Review the basics of APA Style and what's available at the school learning center with Astrid.

# Your Homework This Week

- Your homework this week will be revising the essay and writing a 2-4 sentence (one paragraph) response to a passage from the textbook we will start in class today if we have time (page 183-186). You will then email it to me at [senia.hardwick@stpaulsschoolofnursing.edu](mailto:senia.hardwick@stpaulsschoolofnursing.edu) **by noon tomorrow** (when we start class). If we don't have time in class, read it on your own tonight!
  - If you do not have computer access at home go to the learning center and use the computers there in combination with your school email address. You will be graded on whether or not this assignment is in on time. More on the grading later.
- Read pages 217 - 236 in *Steps to Writing Well 13th Edition*. This is their description of how to write a process analysis essay and examples. Again, you will **send me by email 2-4 sentences on something you learned from the reading**. This is due by **noon on Thursday by email to me**.
- Writing a 2 page process analysis paper due to me by **2:30 pm on Thursday**.
  - I can provide feedback on minor details like formatting and spelling in class. This requires that you bring a computer to class. I will not be letting people go to the library during this time. The assignment also **must be submitted by email**.
  - **If you cannot bring a computer to class, that means you must submit the assignment by noon Thursday** for it to be on time.

# Resources for APA Style

- [https://owl.purdue.edu/owl/research\\_and\\_citation/apa\\_style/apa\\_formatting\\_and\\_style\\_guide/apa\\_powerpoint\\_slide\\_presentation.html](https://owl.purdue.edu/owl/research_and_citation/apa_style/apa_formatting_and_style_guide/apa_powerpoint_slide_presentation.html)
  - Power Point slides on Owl at Purdue (more efficient/clearer than APA's website)
- <https://apastyle.apa.org/instructional-aids/tutorials-webinars>
  - APA's own lessons

# Returning Your Essays & Poems

- Over the weekend your essays were graded based purely on handing them in. However, I have included feedback based on us treating this essay as the first draft of something called a “process analysis essay.”
- If you would rather write about something else for the essay that’s fine, but it will be easier to work from your draft.

# Some Notes on Grading

- Many of you disclose personal information in your essays. As such, I want to make sure you know that I am grading them strictly to give you feedback on grammar and style!
- I cannot fairly comment on personal matters as it would be inappropriate and what you have said is treated as having my confidence (it's private).
- A few essays and people have asked and/or commented on grading. I have been tracking your participation in various in class activities. Now that I am in the final steps of getting Canvas set up, I will be inputting your participation as part of your grade.
- Once I have Canvas set up, we will start doing reading/watching responses to short videos, passages, and poems we read in class.
- We will still have some writing that is private, but this provides a way to balance making sure you tangibly improve your grade when doing in-class assignments with the more abstract improvements to your writing and critical thinking that come from free writing.



# Grading For Assignments Such as Your Poems and Readings Responses

- Reading responses, poems, and other minor writing assignments will be graded as a check minus, check, or check plus.
- These responses are graded on the following:
  - Grammar and Formatting
  - Critical Thinking and Efficacy (Clarity and Strength) of Language

**Efficacy** is the ability to produce a effect or result that is desired.

# What makes each grade?

- Check plus - consistently correct formatting and formal grammar, writing that makes strong connections between ideas and supports arguments with evidence.
- Check - minimal formatting errors, grammar consistently reflects formal English, relatively clear writing.
- Check minus - frequent formatting errors, inconsistent register of grammar, ineffective writing, and/or strays greatly from required length of assignment (either direction).
  - We are reading about how to improve your writing efficacy this week.
- Formatting expectations will be covered when we go over the essay rubric for the assignment due later this week.

# Overall Trends in Your Essays

- You all have a big range of strengths and weaknesses in your writing!
- There's a few topics and concepts we need to work on:
  - How to define terms and context in an essay.
  - Transitions between paragraphs.
  - Verb tenses and how to conjugate verbs.
  - As said before, I will be giving you rubrics for each assignment. This will make it easier to outline and understand what I am expecting.
  - Use of punctuation.
  - Hand exercises for writing and typing!

# Today's Specific Goals

- Defining a process analysis paper.
- Reading a sample process analysis paper.
- Going over the rubric for your revision/process analysis paper due Thursday.
- Reading from *The Medium is the Massage* by Marshall McLuhan and Quentin Fiore.
- In class response writing based on McLuhan's work (you will upload this later to canvas).
- Hand and wrist exercises (if we have time)!
- Reviewing different types of verbs and verb conjugation in English (if we have time).

# What's a Process Analysis Paper?

- Process analysis papers explain how to do something or how something works by giving a step-by-step explanation.
- The explanation may be about a concrete process (how to cook an omelette) or an abstract process (how to feel comfortable in a new environment).
- You'll get to choose what process you describe and either describe how it works or tell the reader how to do it.
- Chapter 10 (page 217)



# Sample Topics

- It can draw from your essay. Some examples:
  - How to write a letter or text to someone on a specific topic.
  - How to outline an essay (you can use *Steps to Writing Well* for guidance).
  - How to practice free writing (there's examples in the textbook as well).
- If you want to write about an original topic:
  - How to cook your favorite recipe (still use the essay format and do not format it like a recipe normally is).
  - How to apply to nursing college.
  - How to do certain stretches and why they are important.
- Let's look at page 223!



# WRITING A PROCESS ANALYSIS ESSAY



Process analysis is an essay which explains how something is done, how something occurs or how something works.

**Introduction -**

explains the actual process and why it is relevant or important

**Main Body -**

presents a list of all the equipments, tools or resources necessary for the particular process

**Conclusion -**

outlines the process in a sequential order

## **Introduction:**

- Introduce your topic and briefly outline what the process will achieve.
- Demonstrate where this process is relevant or when it is useful.
- It's a good idea to offer a real-world example of the outcome of the procedure.
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## **Main Body:**

- The processes should be presented in paragraphs.
- Perform each step in its section.
- Appropriate transitions should be employed for each step.
- Be descriptive in your presentation.
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## **Conclusion:**

- In your conclusion, summarize the procedure. You don't have to repeat all the individual steps, but you need to reinforce the main points and milestones.
- Describe the expected result.

# Tips

- Start by deciding whether you're writing a directional or informational essay. Are you telling your reader how to do the process or telling your reader how the process is done?
- Divide the process into steps in the order the steps are performed. You can use this list of steps to create an outline for your paper.
- Each step will be a paragraph or section in your essay. Explain why each step is needed and give details necessary to complete it.
- Include great transitions between paragraphs and steps. Use transition words like “then,” “after,” and “next.”
- End with a way for your reader to determine whether the process was successful or the evidence that shows the process is complete.
- Don't forget your essay still has a thesis, body paragraphs, and conclusion like anything else!

# Sample Essay!

- Flip to page 233 in *Steps to Writing Well*.

# The Grading Rubric

- Clarity
  - Thesis is clear and supported by relevant information.
- Organization
  - Sequence of Elements and Ideas
- Mechanics
  - APA Style and Formal English Adherence

# The Rubric

[https://edaff-my.sharepoint.com/:w:/r/personal/senia\\_hardwick\\_stpaulsschoolofnursing\\_edu/Documents/rubric\\_process\\_paper.docx?d=w33e4c3650d4b4d9d9de11262cfb4171d&csf=1&web=1&e=uK5TI0](https://edaff-my.sharepoint.com/:w:/r/personal/senia_hardwick_stpaulsschoolofnursing_edu/Documents/rubric_process_paper.docx?d=w33e4c3650d4b4d9d9de11262cfb4171d&csf=1&web=1&e=uK5TI0)

If you email me, I can send you a copy of the rubric as well.

# Sample APA Cover Pages and Essays

[https://owl.purdue.edu/owl/research\\_and\\_citation/apa\\_style/apa\\_formatting\\_and\\_style\\_guide/general\\_format.html](https://owl.purdue.edu/owl/research_and_citation/apa_style/apa_formatting_and_style_guide/general_format.html)

# Question Time

- Is anything still confusing?
- Is there a copy of these documents you'd like for me to email you?
- Are there slides you still need a photo of?



# Reading Time

- Page 183 - 186 of *Steps to Writing Well*
- If we have time pages 189 - 191