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| Criteria | 1 | 2 | 3 | 4 |
| AExplanation of what is revealing about the era of the Holocaust ( /8) | Explanation is very brief, unclear or inaccurate. | Explanation is mostly thoughtful, clear, and accurate but limited in scope: may tend to the descriptive rather than analytical and insightful; little sense of the wider importance  | Paragraph explains clearly and accurately several plausible ideas about what the testimony can tell us about the past with supporting detail; good sense of the wider importance | Paragraph gives a powerful explanation of ways the testimony illuminates the past with insights that others may not have mentioned ; considerable supporting detail. |
| BExplanation of what is revealing about ongoing issues, problems and events (sometimes called resonance) ( /8) | Ideas are superficial, irrelevant or unclear with little supporting examples or details; there may be inaccuracies. | Paragraph identifies one or two ideas, although explanation may be overly general, obvious, or unclear; may not consider differences between past and present | Paragraph clearly identifies and explains several ways that these stories can help us understand situations today but recognizes ways that the modern context is different from the past. | Paragraph shows insight into ways that these stories help us understand situations today but recognizes the differences between present situations and the past; ideas are unusually inventive and may not have been considered by others.  |
| CLetter format and layout (See handout of required format) ( /4) | Improper form used. | Several parts of the business letter format are missing or incorrectly formatted. | Some parts are missing or incorrectly formatted; layout is clear and attractive. | Letter has all required elements; layout is clear and attractive. |
| DStyle, grammar, and punctuation ( /8) | Often confusing; tone may be disrespectful; frequent major and minor errors. | Confusing and awkward in places; respectful tone; several errors but mostly minor. | Clear; respectful tone; no more than one major error and a few minor errors per page. | Clear and lively writing; respectful tone; clear organization with smooth transitions; no major errors; few or no minor errors. |
| E |  |  |  |  |
| F |  |  |  |  |