

On assignments that will receive a two-part grade, you will receive one grade for **content and style** and another grade for **grammar and mechanics**. On assignments for which each of the two parts of the grade is worth 100 points, points will be deducted for rhetorical, grammatical, mechanical, and spelling errors according to the following key. On assignments for which each of the two parts of the grade is worth 50 points, the points listed on this key will be divided in half. Remember that points will be deducted each time an error occurs (even if the same type of error is made more than once).

| | |
|--|-----------------------------------|
| Rhetorical Errors (minus 5 points) | Source: <i>The Student Writer</i> |
| Poor Thesis Statement | pages 51-57 |
| Lack of Coherence | pages 99-104 |
| Lack of Unity/relevant detail | page 81 |
| Weak Topic Sentence | pages 71, 76-79 |
| Inadequate Paragraph Development | pages 76-82 |
| Wordiness | pages 131-133 |
| Grammatical Errors (minus 3 points) | |
| Run-on Sentence/comma splice | pages 501-505 |
| Sentence Fragment | pages 496-500 |
| Subject-Verb Agreement | pages 510-515 |
| Pronoun-Antecedent Agreement | pages 518-522 |
| Pronoun Case | pages 526-530 |
| Pronoun Shift | page 524 |
| Verb Tense Shift/voice shifts | pages 515-517 |
| Parallelism | pages 123-126 |
| Modifiers | pages 531-538 |
| Mechanical Errors (minus 2 points) | |
| Comma usage | pages 539-547 |
| Semicolon | pages 547-548 |
| Apostrophe | pages 551-554 |
| Quotation Marks | pages 554-555 |
| Other punctuation/dash, parentheses, ellipsis | pages 549-551, 555-559 |
| Capitalization | pages 560-561 |
| Usage errors | pages 484-495, 506-510 |
| Spelling Errors (minus 1 point for each occurrence) | |
| Spelling | pages 565-569 |

* Note: Page numbers refer to *The Student Writer: Editor and Critic (6th edition)* by Barbara Fine Clouse.