**Student Rubric Directions**

1. All students will receive one rubric.

2. Exchange letters with a member in your group.

3. Read the letter given to you.

4. Go back over the letter and check for capitalization of proper nouns. If you find errors circle the error with a pen. Mark the number of errors in the correct box on the rubric.

5. Check the letter again for the use commas and apostrophes appropriately. If there are errors, underline the errors. Count the errors and mark the number of errors in the correct box on the rubric.

6. Check the letter for spelling errors. Draw a line threw the misspelled word. Mark the number of errors in the correct box on the rubric.

7. Talk to your friend and ask them if they needed help with the assignment. Based on the conversation score them on how they retrieved the help they needed.

8. Total the scores from each column to determine the overall score.

9. Return the papers back to your friend.

10. Make corrections on your paper.