|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **5** | **4** | **3** | **2** | **1** |
| **Task completion:****Appropriate response** | Maintains the exchange with a response that is **clearly** appropriate within the context of the task | Maintains the exchange with a response that is **generally** appropriate within the context of the task | Maintains the exchange with a response that is **somewhat** appropriate but basic within the context of the task | **Partially** maintains the exchange with a response that is **minimally** appropriatewithin the context of the task | **Unsuccessfully** attempts to maintain the exchange by providing a response that is**inappropriate** within the context of the task |
| **Task completion:****Required information** | Provides ***all*** required information (e.g., responses to questions, request for details)with **frequent** elaboration | Provides ***all*** required information (e.g., responses to questions, request for details)with **some** elaboration | Provides ***all*** required information (e.g., responses to questions, request for details) ***no elaboration*** | Provides **some** required information (e.g., responses to questions, request for details) | Provides **little** required information (e.g., responses to questions, request for details) |
| **Language control:****Comprehensibility** | **Fully** understandable, with ease and clarity of expression; **occasional** errors do not impede comprehensibility | **Fully** understandable, with **some** errors which do not impede comprehensibility | **Generally** understandable, with errors that may impede comprehensibility | **Partially** understandable, with errors that force interpretation and cause confusion for the reader | **Barely** understandable, with frequent or significant errors that impedecomprehensibility |
| **Language control:****Vocabulary,** ***Spelling and Punctuation*** | **Varied and appropriate** vocabulary and idiomatic language | **Varied and generally appropriate** vocabulary and idiomatic language | **Appropriate but basic** vocabulary and idiomatic language | **Limited** vocabulary and idiomatic language | **Very few** vocabulary resources |
| **Language control:****Grammar, Syntax, Usage** | **Accuracy and variety** in grammar, syntax, and usage, with few errors | **General control** of grammar, syntax, and usage | **Some control** of grammar, syntax, and usage | **Limited** control of grammar, syntax, and usage | **Little or no** control of grammar, syntax, and usage |
| **Language control:****Register** **(level of formality)** | **Mostly consistent** use of register appropriate for the situation; control of cultural conventions appropriate for formal correspondence (e.g., greeting, closing), despiteoccasional errors | **Generally consistent** use of register appropriate for the situation, except foroccasional shifts; basic control of cultural conventions appropriate for formal correspondence (e.g., greeting, closing) | Use of register **may be inappropriate** for the situation with several shifts; partial control of conventions for formal correspondence (e.g., greeting, closing) although these may lack cultural appropriateness | Use of register is **generally inappropriate** for the situation; includes someconventions for formal correspondence (e.g., greeting, closing) with inaccuracies | **Minimal or no** attention to register; includes significantly inaccurate or no conventions for formal correspondence (e.g., greeting, closing) |
| **Language control:****Sentence structures (simple, compound, complex)** | Variety of **simple and compound s**entences, and **some complex** sentences | **Simple, compound**, and a **few complex** sentences | **Simple and a few compound** sentences | **Simple** sentences and phrases | **Very simple** sentences or fragments |

**AP Interpersonal Writing Rubric**

****