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|  | F (Failing) | D (60-69 points) | C (70-79 points) | B (80-89 points) | A (90-100 points) |
| Professional  Speech | Excessive number  of grammar  or syntax errors  (2 points) | No more than  8 or 9 errors in  gramma, or syntax  (4 points) | No more than  5 to 7 errors in  grammar or syntax  (5 points) | No more than  3 to 4 errors in  grammar or syntax  (8 points) | No more than  1 or 2 errors in  grammar or syntax  (10 points) |
| Initial Entry  (Response to assignment or questions) | Information was not all correct; did not  reflect outside sources  (30 points) | Provide simple information;  Little if any information was from course reading or outside source  1 or 2 sentences  (35 points) | Provide incomplete information to the  assignment or  questions; some information is  incorrect; 3-4 sentences  (40 points) | Provide correct information, but was  Not answered to reflect  a thorough understanding of  information;  (45 points) | Very thorough  Comments which  clearly answer each question or  responds to assignment; includes information  from course readings,  or outside source in  comments;  5-6 sentences  (50 points) |
| Responses | Insufficient responses or none given; no sources utilized  (27 points) | Did not respond to two people; Incorrect information was given with little evidence of  Utilization of sources  (30 points) | Responses were not entirely correct; very little evidence of any sources  (34 points) | Responses were correct information but did not move discussion to a new level; outside sources were utilized  but did not add to the discussion  (36 points) | Responses were thorough; reflected understanding of material;  contained information from course readings and/or outside source  (40 points) |