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| Categories | Level 1 | Level 2 | Level 3 | Level 4 |
| **Reasoning**  - complexity of ideas and connection to topic | The student:  - ideas need to be constructed more and the topic needs more focus. | The student:  - ideas are somewhat constructed and related to topic | The student:  - ideas are clearly constructed and related to topic. | The student:  - ideas are fully constructed and related to topic. |
| **Communication**   * purpose: their March Break * voice (feelings, opinions, attitudes) | In the student’s work:  - their favourite thing about March Break is unclear.  - little feeling about their break is expressed | In the student’s work:  - their favourite thing about March Break is somewhat clear  - some feeling about their break is expressed | In the student’s work:  - their favourite thing about March Break is clear  - much feeling about their break is expressed | In the student’s work:  - their favourite thing about March Break is very clear  - strong feeling about their break is expressed |
| **Organization**  - structure | The student’s writing  - shows little common ideas in describing their break | The student’s writing  - shows some common ideas in describing their break | The student’s writing  - groups common ideas together to describe their break | The student’s writing  - links common ideas together to describe their break |
| **Conventions**   * grammar * spelling * punctuation * visual presentation | The student:  - shows little evidence of grammar and spelling strategies  - uses capitals and periods randomly or not at all  - produces a visual presentation that is unclear. | The student:  - shows some evidence of grammar and spelling strategies  - makes some errors in using capitals and periods  - produces a visual presentation that is basically clear. | The student:  - makes few mistakes in their grammar and spelling on their good copy.  - generally uses capitals and periods accurately.  - produces a clear visual presentation. | The student:  - makes no mistakes in their grammar and spelling on their good copy  - always uses capitals and periods accurately  - produces a clear visual presentation that enhances their work |