T-Notes Before Rubric

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| **Category** | **4** | **3** | **2** | **1** |
| Keywords vs. copying | Notes are recorded as keywords and phrases in student’s words. | Notes are primarily recorded as keywords and phrases in mostly students words. | Notes are primarily copied from the source. Some evidence of keywords and phrases in own words. | Notes are copied directly from the source. |
| Relevance | Notes relate to the topic and show the main ideas enough example | Notes primarily relate to the topic, some main ideas, some example | Some notes relate to the topic, but many don't, few main ideas, little example | Notes are not related to the topic, little main ideas, no examples. |
| Organization | All notes are organized logically and effectively. | Most notes are organized with some logic, orderly and legible | Some evidence that notes are organized, with little order, somewhat legible. | No evidence of notes that are organized, orderly or legible.. |
| Quantity | Enough notes to get all relevant, key data, but not excessive to create an effective product. | A sufficient number of notes are taken to create the product. | Nearly enough notes are taken to create the product. | Not enough notes are taken to create a product, or excessive notes are taken. |
| Totals |  |  |  |  |