

## Information Writing Checklist Grades 7-8 North Smithfield School Department

Student \_\_\_\_\_ Date \_\_\_\_\_ Task \_\_\_\_\_

### Production and Distribution of Writing

- Strengthens writing as needed by
    - planning
    - revising
    - editing
    - rewriting
- or trying a new approach after rethinking how well questions of purpose and context have been addressed.

### Text Types and Purposes

- Introduces a topic clearly, previewing what is to follow. **(Organization and Ideas)**
- Organizes ideas, concepts, and information into broader categories; include formatting (e.g., headings), graphics (e.g., charts, tables), and multimedia when useful to aiding comprehension. **(Organization and Ideas)**
- Organizes and presents ideas through use of
  - introduction
  - thesis statement
  - body paragraphs
  - conclusion
- Develops the topic with relevant, well-chosen facts, definitions, concrete details, quotations, or other information and examples. **(Ideas)**
- Uses appropriate and varied (grade 8) transitions to create cohesion and clarify the relationships among ideas and concepts. **(Organization, Word Choice, and Sentence Fluency)**
- Uses precise language and domain-specific vocabulary to inform about or explain the topic. **(Voice and Word Choice)**
- Provides a concluding statement or section that follows from and supports the information or explanation presented. **(Organization and Ideas)**

### Research to Build Knowledge

- Gathers relevant information from multiple print and digital sources
  - Uses effectively tailored searches.
  - Quotes or paraphrases the evidence, avoiding plagiarism following a standard format for citation.

### Language

- Demonstrates a grade-appropriate understanding of the conventions of standard written English (e.g., spelling, usage, capitalization, punctuation, and paragraphing); errors do not impair the readability. **(Conventions)**