	4	3	2	1
Title	• Provides a clear and specific statement about the main idea of the notecard.	• Provides a specific idea but not clear or poorly stated.	• Title is a topic or keyword, not a specific main idea.	• Title does not match the main idea of the note card.
Source	• Provides a proper citation linked to the note card.	• Provides a mostly accurate citation linked to the note card.	• Provides an incorrect or incomplete citation linked to the note card.	• Does not link a citation to the note card.
URL/Page Number	• Correct page number or URL included on note card.	• Page numbers are included, but use of "-" or "," may be incorrect	• Incorrect page number or URL is included • Not all page numbers are included	• No page number or URL is included
Tags	• Uses multiple tags • Tags are spelled correctly • Tags include clear, meaningful keywords	• Uses more than one tag • Tags are spelled correctly • Some keywords used as tags are unclear	• Uses a single tag • Keyword used as tag is unclear • Tag is not specific to the information on the note card	• Does not include tags
Quotation (Direct Quote)	• Uses complete sentences from original source • Text taken matches original source exactly • Text provides clear evidence to support the main idea of the note card	• Uses complete sentences from original source • Text taken matches the original source • Text provides evidence to support main idea • More text evidence was available, but not included • Unnecessary information included	• Contains part(s) of original sentence from text • Text taken does not match the original source • Some statements provide evidence to support the main idea • Not enough evidence was extracted to show that this is a main idea	• Written with sentence fragments or keywords, rather than complete sentences • Text does not match the original source • Text evidence collected does not support the main idea of the card
Paraphrase	• Written clearly and succinctly (shorter than direct quote) • Mirrors all the important information from the direct quote • Examples are not included in the paraphrase • Original text is always quoted when used in paraphrase	• Shorter than the direct quote • Mirrors most of the important information from the direct quote • Paraphrase makes sense • May include unnecessary examples • Some original text is quoted when used in paraphrase	• Longer than direct quote • Does not mirror all of the important information from the direct quote • Includes opinions or ideas not in the direct quote • Includes original text from the source without using quotation marks	• Paraphrase is not completed • Paraphrase is not about the direct quote

My Ideas	• Thoughtful, meaningful connections to the main idea of the card • Questions are clear and will lead to meaningful research	• Connections related to main idea are included • Questions, inspired by main idea of the card are included	• Misunderstanding are present in connections • Off topic questions, or questions that cannot be researched are included	• My Ideas are not included
Mechanics	• Capitalization and punctuation are consistently correct • Card is free of spelling errors • Text features (colors, highlights, bolding etc.) add to meaning of the card	• Capitalization and punctuation are generally correct • Most words are spelled correctly • Text features do not interfere with meaning	• Often capitalization and punctuation are incorrect • Many words are spelled incorrectly • Text features interfere with meaning	• No attempt to capitalize or punctuation sentences • Consistently misspelled words • Text features (colors and highlights) serve no meaningful purpose