

WORKSHEET

Works-Cited-List Peer Grading

Goal	Handbook section	Points	Comments
Title of paper is capitalized correctly and centered at the top of the page. (5 points)			
Entries appear in alphabetical order. (5 points)			
Hanging indents are used consistently and appropriately. (5 points)			
Names are capitalized and the capitalization of titles is consistently correct throughout. (10 points)			
Formatting of titles (italics, quotation marks) is consistently correct throughout. (10 points)			
Punctuation within each entry is consistently correct throughout. (10 points)			
Spelling of all words, names, and titles is consistent throughout, and no inaccuracies are apparent. (15 points)*			
Entries are sufficiently complete to give a clear idea of the source and how to find it and do not appear to lack necessary information. Each entry includes items 1 or 2 on the template, and any additional containers include either a title or description of the work. (20 points)			
The list of works cited contains only sources that are cited in the paper. (10 points)			

Goal	<i>Handbook</i> section	Points	Comments
No works cited in the paper are absent from the list of works cited. <i>(10 points)</i>			
Total <i>(100 points)</i>			

*If using this worksheet to have students review their own work, ask them to verify that information is correct by checking it against the sources they used.