Works Cited Rubric                                 

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| **Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | **Teacher:** |
| **Date:** | **Class:** |
| **Description:** This rubric will help you put your Works Cited page in the correct format. |

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|  | **EXCEEDS CRITERIA** | **MEETS CRITERIA** | **APPROACHES** | **DOESN'T MEET** |
| Title of Page | Works Cited title is centered at the top of the page. | Works Cited title is not centered or another title is used. | The page has no title. | Citations are put on the last page of the paper. |
| Alphabetical Order of Citations | All citations are in alphabetical order by the first word of the citation (excluding a, an, and the). | Most citations are in alphabetical order by the first letter of the citation (excluding a, an, and the). | Some citations are in alphabetical order by the first letter of the citation (excluding a, an, and the). | No appearance of alphabetization. |
|  of Lines | All citations begin at the left margin with the following lines in a hanging indent. | Most citations begin at the left margin with the following lines in a hanging indent. | Citation indentation is reversed, with the first line indented and the following line at the margin. | No indentation of lines. |
| Completeness of Citations | All citations have all the required elements. | Most citations have all the required elements. | Some citations have all the required elements. | None of the citations have all the required elements. |
| Order of Elements of the Citation | All the citations have the required elements in the proper order. | Most the citations have the required elements in the proper order. | Some the citations have the required elements in the proper order. | None of the the citations have the required elements in the proper order. |
| Punctuation | All citations contain the proper punctuation. | Most citations contain the proper punctuation. | Some citations contain the proper punctuation. | None of the citations contain the proper punctuation. |
| Completeness | All sources and pictures are cited. | Most sources and pictures are cited. | Some sources and pictures are cited. | None of the sources and pictures are cited. |