

***KAS* Informative/Explanatory Conferencing Guide—Grades 11-12**

**Guiding Principle C2:** Students will compose informative and explanatory texts to examine and convey complex ideas clearly and accurately through the effective selection, organization and analysis of content.

| **Composition Elements** | ***Where Am I Now?***Evidence of Meeting or Exceeding the Standards | ***Where Am I Going?***Areas for Growth | ***How Am I Going to Get There?***Strategies/Resources Needed to Strengthen My Composition |
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| **Clarity and** Coherence | * **Effectively** introduces and maintainsatopic.
* Maintains a **clear** focus on task, purpose and audience.
* Addresses **all** demands of the prompt/task.
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| **Support** | * **Develops** the topic **thoroughly** by selecting the most significant and relevant facts, extended definitions, concrete details, quotations or other information and examples appropriate to the audience’s knowledge of the topic.
* **Effectively includes** formatting, graphics and multimedia when useful to aiding comprehension.
* Provides **clear and accurate** explanations of evidence, complex ideas, concepts and information.
* Provides reasoning that **clearly links evidence** to support ideas.
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| **Sourcing** | * **Clearly and accurately** uses sources to examine a topic and to convey complex ideas, concepts, and information through the selection, organization and analysis of content.
* **Effectively** cites evidence by quoting and/or paraphrasing the most significant and relevant facts, extended definitions, concrete details, quotations, data, conclusions or other information and examples appropriate to the audience’s knowledge of the topic.
* Avoids plagiarism and follows a standard format for citation.
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| **Organization** | * Builds and **maintains a clear** structure to examine and convey the information/explanation.
* **Logically organizes** complex ideas, concepts, and information so that each new element builds on that which precedes it to create a unified whole.
* **Effectively** uses appropriate and varied transitions and syntax to link the major sections of the text, create cohesion and clarify the relationships among complex ideas and concepts.
* Provides a **logical** concluding statement or section that follows from and supports the information/explanation presented.
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| **Language/ Conventions** | * **Establishes and maintains** a formal style while attending to the norms and conventions of the discipline.
* **Establishes and maintains** an objective tone while attending to the norms and conventions of the discipline.
* **Effectively** uses precise language, domain-specific vocabulary and techniques such as metaphor, simile, and analogy to manage the complexity of the topic.
* **Effectively** uses theconventions of Standard English grammar, usage, spelling, capitalization and punctuation with **minor** errors that **do not interfere** with understanding the writing.
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KDE:OTL:DPS:KP:TC Revised 3/12/21