

## First Year Final Memorandum

Metric	1 Needs Improvement	2 Passable	3 Good	4 Excellent
INTRODUCTORY SECTIONS	Appropriate headings not used; issue not correctly identified; conclusion incompletely stated or not supported by analysis; facts incomplete and/or not well organized and/or not objective.	Heading format used; issue not well articulated, missing some factual or legal basis; conclusion incompletely stated; facts not well organized and/or incomplete and/or not objective.	Appropriate format used; issue is correctly identified but missing some legal or factual basis; conclusion appropriately stated but supporting analysis incomplete; facts well organized, some relevant facts missing and/or facts not objective.	Appropriate format used; issue clearly identified with relevant facts and law; conclusion well stated with relevant supporting analysis; facts well-organized, objective and complete.
ORGANIZATION	Failed to organize arguments around main issues; did not discuss authorities before making arguments; main argument not well developed; did not provide counter- arguments.	Partially organized arguments around main issues; incomplete discussion of authorities; main and counter-arguments not properly delineated.	Fully organized arguments around main issues; adequate discussion of authorities; main and counter-arguments identified and discussed.	Fully organized arguments around main issues; complete discussion of authorities; main and counter-arguments fully developed.
ANALYSIS	Main issues not identified; facts and reasoning of important cases not identified; argument based upon factual analogies and applying precedent not developed.	Main issues identified; relevant facts and reasoning of precedent identified; conclusions made without furnishing adequate factual analogies applying precedent.	Main issues identified; precedents with key facts and reasoning completely discussed; limited use of factual analogies applying precedent made.	Main issues identified; precedents with key facts and reasoning completely discussed; most arguments well supported by factual analogies applying precedent.
READABILITY	Style and sentence structure interfere with ability to understand ideas presented; major grammatical or spelling errors; very weak transitions from one point to another; significant problems with format and usage of citations.	Style and sentence structure not well developed, but not an impediment to understanding ideas; some grammatical and spelling errors; transitions need improvement; some citation problems with format and usage.	Style and sentence structure sufficiently well-developed to make ideas readily understandable; no major grammatical or spelling errors; generally appropriate transitions; most citation in proper format and largely used appropriately.	Style and sentence very good making ideas easy to understand; only an occasional grammatical or spelling error; solid transitions; all citations in proper format and used appropriately.