

The Pre-Submission Self-Audit & Quality Rubric Blueprint

Evaluate Your Own Work Against Professional Standards Before Turning It In

Student Name:

Date:

Period:

Subject / Course:

Assignment Title:

1. The 4-Step Self-Audit Protocol

Step 1: Finish Draft Complete your draft before opening this checklist. Never write directly to a rubric.	Step 2: Read Level 3 Scan the 'Proficient' criteria. Check whether each required element is physically present in your work.	Step 3: Point to Proof For each checkpoint below, write the exact paragraph or page number where proof exists.	Step 4: Execute 1 Upgrade Find your weakest section and upgrade it from Level 2 to Level 3 or 4 before final submission.
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2. The 5-Point Formative Self-Audit Checklist

Audit your assignment against these 5 standards-based criteria before turning it in:

Rubric Criterion	Proficient Mastery Benchmark	Proof Location & Verification Notes	Status
1. Clear Thesis / Claim	States an arguable claim backed by specific variables or causes.	Found in paragraph: _____ • Claim states: _____	☐ Meets ☐ Needs Work
2. Concrete Evidence	Includes at least 3 verified citations, data points, or quotes.	Citations located on pages: _____	☐ Meets ☐ Needs Work
3. Reasoning & Analysis	Explains WHY and HOW the evidence supports the central thesis.	Connection explained in section: _____	☐ Meets ☐ Needs Work
4. Counter-Argument	Acknowledges an alternative interpretation and provides rebuttal.	Rebuttal located in paragraph: _____	☐ Meets ☐ Needs Work
5. Clarity & Style	Zero typos, consistent academic voice, and clean transitions.	Read aloud to peer / partner: ☐ Yes, verified clean	☐ Meets ☐ Needs Work

3. Targeted Revision Audit & Proof of Improvement

Targeted Self-Correction Prompt (To Run in AI for Actionable Revision Tips):
"Here is my draft paragraph: [Paste Paragraph]. Compare it against a Level 3 (Proficient) vs Level 4 (Exemplary) rubric standard. Tell me one concrete sentence I can add to deepen my analytical reasoning."

Document Your High-Impact Revision:
What My Initial Draft Lacked: _____

The Specific Upgrade I Made Before Turning It In: _____

My Projected Score on the 4-Level Matrix: ☐ Level 4 (Exemplary) ☐ Level 3 (Proficient) ☐ Level 2 (Developing)

4. Active Recall & Rubric Benchmark Vocabulary Grid

Master the language of evaluative criteria. Review and check off retention across 7 days.

Evaluation Benchmark	What It Means in Plain English for My Writing	Spaced Retention Review
1. Thesis / Claim	_____ _____ _____ _____	☐ Day 1 • Initial ☐ Day 3 • Review ☐ Day 7 • Mastery
2. Textual Evidence	_____ _____ _____ _____	☐ Day 1 • Initial ☐ Day 3 • Review ☐ Day 7 • Mastery
3. Counter-Argument	_____ _____ _____ _____	☐ Day 1 • Initial ☐ Day 3 • Review ☐ Day 7 • Mastery
4. Synthesis & Reasoning	_____ _____ _____ _____	☐ Day 1 • Initial ☐ Day 3 • Review ☐ Day 7 • Mastery

5. Academic Integrity & Quality Work Honor Pledge

Student Commitment:
[X] **Authentic Author:** I drafted this assignment myself. I used the rubric to audit quality, not an AI to ghostwrite my paragraphs.
[X] **Evidence Verification:** Every citation and data point referenced in this assignment is real, verified, and accurately attributed.
[X] **Zero Privacy Compromise:** I entered no personal passwords, classmate data, or private teacher files into AI tools.

Student Signature: _____ Date: _____