### Level III: Accomplished Academic Performance

#### Students at Complexity Level 3 can:
- generate a variety of letters requesting or providing information using the correct format and tone
- determine correct word usage when combining sentences using a variety of conjunctions
- revise topic sentences after conducting research

#### Students at Complexity Level 2 can:
- arrange salutations, sentences, and closings to construct letters
- edit prepositions in sentences to reflect accurate positions
- identify revised statements reflecting the results of a variety of polls

### Level II: Satisfactory Academic Performance

#### Students at Complexity Level 3 can:
- generate a letter requesting or providing information using the correct format and tone
- revise student-generated steps when a change in a product has been introduced
- determine correct word usage to combine two sentences using a conjunction
- revise an initial issue statement
- edit the date in a paragraph for capitalization and commas
- revise a topic sentence after conducting research
- combine words to form a contraction

#### Students at Complexity Level 2 can:
- arrange the salutation, sentences, and the closing to construct a letter
- arrange steps; then revise words within a step to reflect a change that was made to the final product
Students at Complexity Level 2 can (continued):

- edit a preposition in a sentence when the subject has been moved to a new position
- identify a revised statement reflecting the results of a poll
- edit end punctuation for statements and questions
- revise a topic sentence when new information is provided
- edit spelling of words with consonant vowel consonant structure

Students at Complexity Level 1 can:

- participate in making a list for a specific purpose
- participate in revising a sentence by adding a detail
- participate in editing the adjective in a sentence when the describing characteristic has changed
- participate in revising a sentence to convince someone to join in an activity
- participate in placing a punctuation mark at the end of sentences
- participate in making an invitation
- acknowledge a change in a word when a vowel has been replaced with another vowel

Level I: Developing Academic Performance

Students at Complexity Level 3 can:

- select an appropriate salutation and closing for letters
- determine when a topic sentence needs to be revised
- edit the date in a sentence for capitalization

Students at Complexity Level 2 can:

- identify the purpose of a letter sent to an individual
- recognize that end punctuation differs according to sentence type
- choose the best revised topic sentence

Students at Complexity Level 1 can:

- acknowledge a sentence is made of words
- acknowledge a word in a sentence has been edited
- share revised writing with others