

PROMPTED ENGLISH

Free Rubric & Feedback Templates for English Teachers

Ready-to-use rubrics, student checklists, AI prompts, and feedback comments for ESL/EFL writing, speaking, presentations, and projects.

Rubrics	AI Prompts	Feedback
Writing, speaking, presentation, and project templates	Create criteria, simplify wording, and draft feedback faster	Comment banks, revision checklists, and student next steps

Use it today

Copy a template, adapt the level and task, then use the prompts to create student-friendly feedback and revision steps.

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How to Use This Pack

The simple goal

Use these pages to create clearer assessment, faster feedback, and more useful next steps for English learners.

- Choose the rubric template that matches your task.
- Adapt the level, criteria, and total score for your class.
- Give students the checklist before they complete the task.
- Use the AI prompts to draft rubric criteria or feedback comments.
- Review everything before sharing it with students.
- Remove student names or private details before using AI tools.

What is inside

Section	Use it for
Writing rubric template	Opinion paragraphs, essays, reports, summaries, reflections
Speaking rubric template	Pair discussions, role-plays, oral exams, speaking practice
Presentation rubric template	Individual or group presentations
Project rubric template	Posters, research tasks, digital projects, group work
Student checklists	Self-review before submission
AI prompts	Rubric creation, feedback comments, revision tasks
Feedback comment bank	Faster, clearer teacher feedback

The 5-Minute Rubric + Feedback Workflow

1. Define the task

Example: B1 students write a 120-word opinion paragraph.

2. Choose 4-6 criteria

Example: task response, organisation, grammar, vocabulary, mechanics.

3. Create or adapt the rubric

Use a template or prompt. Keep the language level-appropriate.

4. Give students a checklist

Let students self-review before they submit.

5. Draft feedback

Use a comment bank or AI prompt to create clear strengths and next steps.

6. Review as the teacher

Check fairness, tone, privacy, and accuracy before sharing.

Writing Rubric Template

Use this template

Best for opinion paragraphs, essays, summaries, reflections, and short writing assignments.

Criterion	Excellent - 4	Good - 3	Developing - 2	Needs Work - 1	Score
Task response	Clearly answers the task and fully develops the main idea.	Answers the task and gives some development.	Partly answers the task; ideas need more detail.	Does not answer the task clearly.	/4
Organisation	Ideas are clear, logical, and connected with suitable linking words.	Ideas are mostly clear with some linking words.	Some ideas are hard to follow or weakly connected.	Ideas are unclear or disconnected.	/4
Grammar	Uses the target grammar and sentence forms accurately.	Some errors, but meaning is usually clear.	Frequent errors sometimes affect meaning.	Errors often make meaning unclear.	/4
Vocabulary	Uses useful topic vocabulary accurately and naturally.	Uses some topic vocabulary with minor mistakes.	Vocabulary is limited or repeated.	Vocabulary problems make meaning unclear.	/4
Mechanics	Spelling and punctuation are mostly accurate.	Some mistakes, but they do not distract.	Frequent mistakes sometimes distract.	Many mistakes interfere with meaning.	/4
Total score					/20

Teacher comments: _____

Speaking Rubric Template

Use this template

Best for pair discussions, role-plays, oral exams, presentations, or speaking practice.

Criterion	Excellent - 4	Good - 3	Developing - 2	Needs Work - 1	Score
Task completion	Fully completes the speaking task with clear ideas.	Completes most of the task.	Partly completes the task; ideas need more support.	Does not complete the task clearly.	/4
Fluency	Speaks smoothly with natural pauses.	Speaks with some pauses, but communication continues.	Frequent pauses sometimes interrupt communication.	Long pauses often stop communication.	/4
Pronunciation	Pronunciation is clear and easy to understand.	Mostly clear with some pronunciation problems.	Pronunciation sometimes makes meaning difficult.	Pronunciation often makes meaning unclear.	/4
Vocabulary	Uses useful topic vocabulary accurately.	Uses some topic vocabulary.	Uses limited vocabulary or repeats words often.	Vocabulary is too limited for the task.	/4
Interaction	Responds well, asks questions, and keeps the conversation going.	Responds and participates most of the time.	Needs support to respond or continue.	Rarely responds or interacts.	/4
Total score					/20

Teacher comments: _____

Presentation Rubric Template

Use this template

Best for individual or group presentations in English classes.

Criterion	Excellent - 4	Good - 3	Developing - 2	Needs Work - 1	Score
Content	Information is relevant, accurate, and well developed.	Information is mostly relevant and clear.	Some information is unclear or underdeveloped.	Information is limited or off-task.	/4
Organisation	Clear introduction, main points, and conclusion.	Mostly clear structure.	Structure is sometimes hard to follow.	No clear structure.	/4
Spoken English	Uses suitable grammar and vocabulary for the level.	Some language errors, but meaning is clear.	Frequent errors sometimes affect meaning.	Errors often make meaning unclear.	/4
Delivery	Speaks clearly, confidently, and at a suitable speed.	Mostly clear delivery with some hesitation.	Delivery is sometimes unclear or too fast/slow.	Delivery is difficult to follow.	/4
Visuals / support	Visuals support the message and are easy to read.	Visuals are useful but could be clearer.	Visuals are limited or not well connected.	Visuals are missing or confusing.	/4
Audience engagement	Maintains attention and responds to questions well.	Usually engages the audience.	Limited audience engagement.	Does not engage the audience.	/4
Total score					/24

Teacher comments: _____

Project Rubric Template

Use this template

Best for posters, digital projects, group work, research tasks, and creative assignments.

Criterion	Excellent - 4	Good - 3	Developing - 2	Needs Work - 1	Score
Task fulfilment	Fully meets the project requirements.	Meets most requirements.	Meets some requirements.	Does not meet the main requirements.	/4
Content quality	Ideas are relevant, accurate, and well supported.	Ideas are mostly relevant and clear.	Ideas need more detail or support.	Ideas are unclear or inaccurate.	/4
English use	Uses appropriate English clearly and accurately.	Some errors, but meaning is clear.	Frequent errors sometimes affect meaning.	Language problems make meaning unclear.	/4
Creativity / design	Design is clear, attractive, and supports learning.	Design is clear and mostly effective.	Design is basic or sometimes unclear.	Design is confusing or incomplete.	/4
Collaboration	Works responsibly and contributes actively.	Usually contributes and cooperates.	Contributes unevenly or needs reminders.	Rarely contributes or cooperates.	/4
Total score					/20

Teacher comments: _____

Student Self-Assessment Checklist

How to use it

Give this to students before they submit writing, speaking notes, presentations, or projects.

Check	Statement
☐	I understood the task before I started.
☐	I answered the question or completed the task.
☐	I organised my ideas clearly.
☐	I used useful vocabulary from the lesson.
☐	I checked my grammar carefully.
☐	I checked spelling, punctuation, or pronunciation.
☐	I added examples or details where needed.
☐	I used the rubric to improve my work before submitting it.
☐	I know one thing I should improve next time.

Reflection question

What is one thing I improved in this task, and what is one thing I should work on next time?

AI Rubric Prompts

Important

Use these prompts to draft rubrics faster. Always review the rubric for level, clarity, fairness, and task fit before using it.

Prompt 1: Basic rubric creator

Act as an experienced English teacher. Create an analytic rubric for [LEVEL] ESL/EFL learners completing this task: [TASK DESCRIPTION]. Include 4-6 assessment criteria, 4 performance levels, clear descriptors, and a total score out of [POINTS]. Use student-friendly language.

Prompt 2: Writing rubric

Create a writing rubric for [LEVEL] ESL learners. Writing task: [TASK]. Text length: [WORD COUNT]. Assess task response, organisation, grammar accuracy, vocabulary, and spelling/punctuation. Use 4 levels and a total score out of 20.

Prompt 3: Speaking rubric

Create a speaking rubric for [LEVEL] English learners. Speaking task: [TASK]. Assess task completion, fluency, pronunciation, vocabulary, and interaction. Use 4 levels and a total score out of 20.

Prompt 4: Presentation rubric

Create a presentation rubric for [LEVEL] English learners. Presentation task: [TASK]. Presentation length: [TIME]. Assess content, organisation, spoken English, delivery, visuals, and audience engagement. Use a total score out of 24.

More AI Rubric Prompts

Prompt 5: CEFR-level adaptation

Adapt this rubric for [A1/A2/B1/B2/C1] English learners. Make the descriptors realistic for this level. Use simple language. Remove expectations that are too advanced. Keep the same total score. Rubric: [PASTE RUBRIC]

Prompt 6: Student-friendly rubric

Rewrite this rubric in student-friendly language for [LEVEL] English learners. Keep the same criteria and score, but simplify the descriptors. Avoid technical terms unless they are explained simply. Rubric: [PASTE RUBRIC]

Prompt 7: Feedback comment bank from a rubric

Create a feedback comment bank based on this English rubric. For each criterion, write 3 positive comments, 3 improvement comments, and 2 next-step suggestions. Use supportive teacher language. Rubric: [PASTE RUBRIC]

Prompt 8: Self-assessment checklist

Create a student self-assessment checklist for [LEVEL] ESL learners. Task: [TASK]. Base it on these criteria: [PASTE CRITERIA]. Use simple yes/no checklist statements and add one reflection question.

AI Writing Feedback Prompts

Privacy reminder

Remove student names, emails, school details, and private information before using AI tools.

Prompt 1: Rubric-based feedback

Act as an ESL writing feedback assistant. Use the rubric below to draft feedback on this anonymised student writing. Student level: [LEVEL]. Writing task: [TASK]. Rubric: [PASTE RUBRIC]. Student writing: [PASTE TEXT]. Write feedback in three parts: strengths, needs improvement, and one clear next step. Do not give a final grade.

Prompt 2: Shorter feedback

Rewrite this teacher feedback for [LEVEL] ESL learners. Make it shorter, clearer, supportive, and easy to act on. Keep the meaning, but avoid technical language. Teacher feedback: [PASTE FEEDBACK]

Prompt 3: Grammar pattern feedback

Review this ESL student writing for grammar patterns. Do not rewrite the full text. Identify the three most important grammar problems, one example of each problem, a simple explanation, and one practice sentence for each problem. Student writing: [PASTE TEXT]

Prompt 4: Revision task from feedback

Turn this writing feedback into a short revision task for [LEVEL] ESL learners. Create one clear revision instruction, one example, and a checklist students can use before resubmitting. Feedback: [PASTE FEEDBACK]

Teacher Feedback Comment Bank

How to use it

Copy, adapt, and personalise these comments. Keep feedback specific to the student work.

Criterion	Positive comment	Improvement comment	Next step
Task response	You answered the task clearly.	Your answer needs to focus more directly on the question.	Rewrite your topic sentence so it clearly answers the question.
Organisation	Your ideas are in a clear order.	Some ideas are difficult to follow.	Add linking words such as first, because, however, and finally.
Grammar	Your grammar is mostly clear and understandable.	Some grammar errors affect meaning.	Check verb forms and sentence structure in your next draft.
Vocabulary	You used useful topic vocabulary.	You repeat some words too often.	Add two new topic words from the lesson vocabulary list.
Evidence / examples	You supported your idea with a good example.	Your ideas need more support.	Add one specific example from your own experience or the text.
Mechanics	Your spelling and punctuation are mostly accurate.	Some spelling or punctuation mistakes distract the reader.	Read your work aloud and check punctuation at the end of each sentence.
Speaking fluency	You kept speaking and communicated your ideas.	You paused often and needed support.	Practise your answer once before speaking again.
Pronunciation	Your pronunciation was clear enough to understand.	Some words were difficult to understand.	Choose three difficult words and practise saying them aloud.

Student Revision Checklist

How to use it

Use this after students receive feedback. It turns comments into action.

Check	Statement
☐	I read my teacher feedback carefully.
☐	I know one strength in my work.
☐	I know one important thing to improve.
☐	I added more detail or examples where needed.
☐	I improved the organisation of my ideas.
☐	I checked the grammar point my teacher mentioned.
☐	I improved vocabulary or avoided repeated words.
☐	I checked spelling, punctuation, or pronunciation.
☐	I can explain what I changed and why.

Revision reflection

The most useful change I made was: _____

Recommended Next Steps

Use this pack with these Prompted English guides

These templates work best when used with the rubric and writing feedback articles on Prompted English.

- [Rubric Creator: 7 AI Prompts to Build Better English Marking Rubrics](#)
- [Free Rubric Maker: 7 Ways English Teachers Can Create Better Rubrics](#)
- [AI Rubric Generator: 7 Ways English Teachers Can Create Better Assessment Rubrics](#)
- [AI Writing Feedback: 7 Ways English Teachers Can Give Better Student Feedback](#)

Create your own reusable assessment system

- Keep one master rubric for writing and one for speaking.
- Create a student-friendly checklist for each major task.
- Build a comment bank from your most common feedback.
- Use repeated student errors to create future mini-lessons or worksheets.
- Save your adapted rubrics as templates in Google Docs or Word.

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