

Writing Rating Scale

	Task achievement	Coherence and Cohesion	Grammar	Vocabulary
7	<ul style="list-style-type: none"> all content points elaborated meets text type requirements 	<ul style="list-style-type: none"> fully coherent text cohesive on both sentence and paragraph level 	<ul style="list-style-type: none"> wide range of structures few inaccuracies that do not hinder/disrupt communication 	<ul style="list-style-type: none"> wide range of vocabulary accurate vocabulary communicating clear ideas relevant to content
6				
5	<ul style="list-style-type: none"> most content points elaborated all content points mentioned some inconsistencies in text type requirements 	<ul style="list-style-type: none"> good sentence level cohesion some paragraph level coherence and cohesion 	<ul style="list-style-type: none"> good range of structures occasional inaccuracies hinder /disrupt communication 	<ul style="list-style-type: none"> good range of vocabulary occasionally inaccurate vocabulary communicating mainly clear ideas overall relevant to content
4				
3	<ul style="list-style-type: none"> some content points elaborated most content points mentioned many inconsistencies in text type requirements 	<ul style="list-style-type: none"> some sentence level cohesion frequent lack of paragraph level coherence and cohesion 	<ul style="list-style-type: none"> limited range of structures frequent inaccuracies hinder/disrupt communication 	<ul style="list-style-type: none"> limited range of vocabulary frequently inaccurate vocabulary communicating some clear ideas occasionally relevant to content with some chunks lifted from prompt
2				
1	<ul style="list-style-type: none"> no content point elaborated some content points mentioned does not meet text type requirements 	<ul style="list-style-type: none"> lack of sentence and paragraph level cohesion text not coherent 	<ul style="list-style-type: none"> no range of structures mostly inaccurate 	<ul style="list-style-type: none"> no range of vocabulary mostly inaccurate vocabulary, communicating few clear ideas mostly irrelevant to content with several chunks lifted from prompt
0	no assessable language	no assessable language	no assessable language	no assessable language

Figure 7.3 Analytic writing scale developed by the Hungarian School-leaving English Examination Reform Project

Criteria for assessment	Check	Look for
Task Achievement		
	<p><i>Depth of coverage</i></p> <ul style="list-style-type: none"> - which content points are elaborated? - which content points are mentioned? <p><i>Text type requirements – task specific</i></p> <ul style="list-style-type: none"> - are the text-specific conventions observed? 	<ul style="list-style-type: none"> - content points most elaborated with the most detail / just mentioned briefly - any relevant and original thoughts / superfluous details / irrelevant parts that do not belong in the text - formal/informal language use - layout conventions of the text type
Coherence and cohesion		
	<p><i>Organisation and linking of ideas</i></p> <ul style="list-style-type: none"> - is the script coherent? - is the script cohesive? <p><i>Paragraphing</i></p> <ul style="list-style-type: none"> - does the script need to be and is it divided into paragraphs? <p><i>Punctuation</i></p>	<ul style="list-style-type: none"> - logical organisation of ideas / whether the ideas follow one another logically - clear / correct marking of the relationship between sentences and their parts - variety and appropriateness of linking devices - organisation of ideas developing one sub-topic into one paragraph - proper indication of paragraphs: block or indented - clear / correct marking of the relationship between paragraphs - correct use of punctuation marks
Grammar		
	<p><i>Grammatical range</i></p> <ul style="list-style-type: none"> - is there a range of grammatical structures? <p><i>Grammatical accuracy</i></p> <ul style="list-style-type: none"> - is the grammar correct? 	<ul style="list-style-type: none"> - variety of grammatical features (tenses, structures, modals, auxiliaries, etc.) used - proportion of accurate / inaccurate sentences and clauses - the occurrence and reoccurrence of specific mistakes - bad grammar leading to unclear meaning
Vocabulary		
	<p><i>Lexical range</i></p> <ul style="list-style-type: none"> - is there a range of vocabulary items? <p><i>Lexical accuracy</i></p> <ul style="list-style-type: none"> - is the vocabulary used accurately? <p><i>Lexical relevance</i></p> <ul style="list-style-type: none"> - is the vocabulary relevant to the topic(s) specified in the task? 	<ul style="list-style-type: none"> - variety of words and expressions used - words used accurately / inaccurately (meaning and spelling) - relevant vocabulary / irrelevant vocabulary - ratio of words and expressions not lifted / lifted from task

Figure 7.4 Guidelines for Raters