

Criteria	Grades			
	Full realization of task	Good realization of task	Task is reasonably achieved	The task is not achieved
Content	Points required are covered with evidence of original output. All major content points are included. Reference to the subject.	Points are covered with sufficient detail.	The main points are covered, although there are some omissions and irrelevant material. The text is short or excessively long	Considerable irrelevance, notable omissions. The task is misinterpreted.
Accuracy	Wide range of structure and vocabulary demonstrating control of language in the given context, making an evidence that learners have studied and appreciated the set materials	Good range of structure and vocabulary. Poor punctuation; mistakes occur mainly when complex language is attempted.	Adequate, though limited range of structure and vocabulary. The errors do not impede communication. Some basic spelling errors can occur.	Narrow range of vocabulary and structure. Little or no language control. The errors distract the reader and obscure understanding. Many basic errors.
Organization and cohesion	Clear organization with a variety of linking devices. Appropriate opening, ending/conclusion and/or paragraphing.	Effective organization. Suitable linking devices.	Adequate organization. Simple linking devices. Ideas are not always paragraphed; an attempt has been made at appropriate opening and closing formulae.	Inconsistent organization. Few or lack of linking devices. Minimally or not paragraphed, no clear progression of presentation. No conclusion.
Register and format	Presentation, layout and register wholly appropriate to purpose and target reader.	Presentation, layout and register appropriate to purpose and target reader.	Unsuccessful attempts at appropriate presentation and register.	Little or no awareness of appropriate presentation and register.