

Mark Scheme for L2 Writing – Practice Set 1

PART 1 – THE FORM

SENTENCE	3 marks	2 marks	1 mark	0 marks
Ws/L2.1a; Ws/L2.2a; Ws/L2.3a; Ws/L2.4a	Secure evidence of using sentence structures that are fit for purpose when providing information on an official document.	Some evidence of using sentence structures that are fit for purpose when providing information on an official document.	Limited evidence of using sentence structures that are fit for purpose when providing information on an official document.	No evidence of using sentence structures that are fit for purpose when providing information on an official document.
TEXT	3 marks	2 marks	1 mark	0 marks
Wt/L2.2b; Wt/L2.5a; Wt/L2.6a; Wt/L2.7a	Secure evidence of ability to adhere to the specified expectations and conventions when completing complex forms.	Some evidence of ability to adhere to the specified expectations and conventions when completing complex forms.	Limited evidence of ability to adhere to the specified expectations and conventions when completing complex forms.	No evidence of ability to adhere to the specified expectations and conventions when completing complex forms.
<i>Guidance to marker</i> <i>Sentence</i>	<i>A candidate should only be awarded 3 marks when 4 sentences have been written without error.</i>			
<i>Text</i>	<i>A candidate should only be awarded 3 marks when all specified form-filling conventions have been observed.</i>			

Part 1 – Maximum marks available = 6

PART 2 – FORMAL WRITING

PART 2A - THE PLAN

TEXT	3 marks	2 marks	1 mark	0 marks
Wt/L2.1a; Wt/L2.1b; Wt/L2.2a; Wt/L2.3a; Wt/L2.4a	Secure evidence of planning strategies appropriate to the task.	Some evidence of planning strategies appropriate to the task.	Limited evidence of planning strategies appropriate to the task.	No evidence of planning strategies appropriate to the task.
<i>Guidance to marker</i>	<i>A candidate should only be awarded 3 marks where a clear plan has been made with evidence of ordering ideas and choosing appropriate vocabulary.</i>			

Part 2a – Maximum marks available = 3

PART 2B - THE DRAFT

WORD	3 marks	2 marks	1 mark	0 marks
Ww/L2.1a; Ww/L2.2a	Secure evidence of a wide range of appropriate vocabulary and the ability to apply a range of spelling patterns accurately and consistently.	Some evidence of a range of appropriate vocabulary and the ability to apply a range of spelling patterns which are mostly accurate and consistent.	Limited evidence of an appropriate vocabulary range for the task with inconsistent application of spelling patterns	No evidence of appropriate vocabulary or ability to apply spelling patterns accurately or consistently.
SENTENCE	3 marks	2 marks	1 mark	0 marks
Ws/L2.1a; Ws/L2.2a; Ws/L2.3a; Ws/L2.4a	Secure evidence of ability to construct complex sentences, with consistent and correct application of grammar and use of correct punctuation to achieve clarity.	Some evidence of ability to construct complex sentences, with some inconsistency in the application of grammar and punctuation not compromising clarity.	Limited evidence of ability to construct complex sentences, with inconsistent application of grammar and punctuation. Clarity impeded.	Inability to construct complex sentences. Works demonstrates erratic application of both grammar and punctuation.
TEXT	3 marks	2 marks	1 mark	0 marks
Wt/L2.1a; Wt/L2.2a; Wt/L2.3a; Wt/L2.4a; Wt/L2.5a; Wt/L2.6a; Wt/L2.8a	Secure evidence of the ability to proofread and revise writing for accuracy and meaning.	Some evidence of the ability to proofread and revise writing.	Limited evidence of the ability to proofread and revise writing.	No evidence of the ability to proofread and revise writing.

Part 2b – Maximum marks available = 9

PART 2C - THE FINAL PIECE OF WRITING

WORD	3 marks	2 marks	1 mark	0 marks
Ww/L2.1a; Ww/L2.2a	Secure evidence of ability to produce consistently clear handwriting in a text where errors in spelling have been corrected.	Some evidence of ability to produce clear handwriting in a text where most errors in spelling have been corrected.	Limited evidence of ability to produce clear handwriting in a text where errors in spelling have been corrected erratically.	Illegible handwriting in a text where spelling errors persist.
SENTENCE	3 marks	2 marks	1 mark	0 marks
Ws/L2.1a; Ws/L2.2a; Ws/L2.3a; Ws/L2.4a	Secure evidence of ability to construct complex sentences, with consistent and correct application of grammar and punctuation to achieve clarity with use of appropriate pronouns to lessen repetition.	Some evidence of ability to construct complex sentences, with minor inconsistencies in the application of grammar and punctuation and/or occasional overuse of pronouns.	Limited evidence of ability to construct complex sentences, with inconsistent application of grammar and punctuation and/or pronouns. Clarity impeded.	Inability to construct complex sentences. Work demonstrates erratic application of grammar, punctuation and/or pronouns.
TEXT	3 marks	2 marks	1 mark	0 marks
Wt/L2.2a; Wt/L2.3a; Wt/L2.4a; Wt/L2.5a; Wt/L2.6a	Secure evidence of ability to present ideas in a final logical sequence using paragraphs where appropriate and judging the level of detail required.	Some evidence of ability to present ideas in a logical sequence with minor inconsistencies in paragraph use. Some misjudgement of the level of detail required.	Limited evidence of ability to present ideas in a final logical sequence. Inconsistent use of paragraph and poor judgement of level of detail required.	No evidence of ability to present ideas in a final logical sequence. Paragraphs not used. Failure to judge detail required.

Part 2c – Maximum marks available = 9

PART 3 – PREFIXES AND SUFFIXES

WORD	3 marks	2 marks	1 mark	0 marks
Ww/L2. 1a	Secure evidence of knowledge of common vocabulary, which aids accurate spelling. Correctly selects 9 – 10 prefixes/suffixes.	Some evidence of knowledge of common vocabulary, which aids accurate spelling. Correctly selects 6 - 8 prefixes/suffixes.	Limited evidence of knowledge of common vocabulary, which aids accurate spelling. Correctly selects 3 - 5 prefixes/suffixes.	Insufficient evidence of knowledge of common vocabulary, which aids accurate spelling. Correctly selects 0 - 2 prefixes/suffixes.

Part 3 – Maximum marks available = 3

Total possible marks = 30

Pass mark 20/30