

International English for Speakers
of Other Languages

Assessing Writing Performance
Sample Scripts



LanguageCert is an Ofqual-regulated Awarding Organisation responsible for the development and award of language qualifications. LanguageCert's mission is to offer high-quality language qualifications that are fit-for-purpose for the candidates they serve.

The aim of this handbook is to provide teachers and candidates with a practical overview of the assessment arrangements for the Writing section of the LanguageCert International ESOL exams. For more detailed information, please consult the Qualification Handbooks available online.

Assessing Writing Performance

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The Common European Framework of Reference (CEFR) 'can do' statements for writing are shown below:

Level	Can do statements
A1	I can write a short, simple postcard, for example sending holiday greetings. I can fill in forms with personal details, for example entering my name, nationality and address on a hotel registration form.
A2	I can write short, simple notes and messages relating to matters in areas of immediate needs. I can write a very simple personal letter, for example thanking someone for something.
B1	I can write a simple connected text on topics which are familiar or of personal interest. I can write personal letters describing experiences and impressions.
B2	I can write clear, detailed text on a wide range of subjects related to my interests. I can write an essay or report, passing on information or giving reasons in support of or against a particular point of view. I can write letters highlighting the personal significance of events and experiences.
C1	I can express myself in clear, well-structured text, expressing points of view at some length. I can write about complex subjects in a letter, an essay or a report, underlining what I consider to be the salient issues. I can select style appropriate to the reader in mind.
C2	I can write clear, smoothly-flowing text in an appropriate style. I can write complex letters, reports or articles which present a case with an effective logical structure which helps the recipient to notice and remember significant points. I can write summaries and reviews of professional or literary works.

Marking the Writing tasks

In the Writing section, candidates are assessed against four assessment criteria. Each writing task is assessed separately. Candidates may be awarded 0-3 marks per criterion – or up to 12 marks in total per writing task. Writing tasks are evaluated through the use of task-specific mark schemes. Each level has its own task-specific mark scheme with detailed descriptors for Task Fulfilment, Grammar, Vocabulary, and Organisation. Brief definitions of the assessment criteria follow in the table below.

Criteria	Description
Task Fulfilment	The extent to which the response produced by the candidate addresses the task in a direct and convincing manner, provides an answer that is relevant and meaningful, and satisfies task and genre specifications (e.g. word count).
Accuracy and range of grammar	The extent to which the response produced by the candidate is grammatically accurate, appropriate and adequate for the level and genre required.
Accuracy and range of vocabulary	The extent to which the response produced by the candidate is lexically accurate, appropriate and adequate for the level and genre required.
Organisation	The extent to which the response produced by the candidate is organized in an appropriate and coherent manner, in terms of paragraphing, cohesion and punctuation, as dictated by the level and genre required.

Spelling

American or British English spelling is accepted.

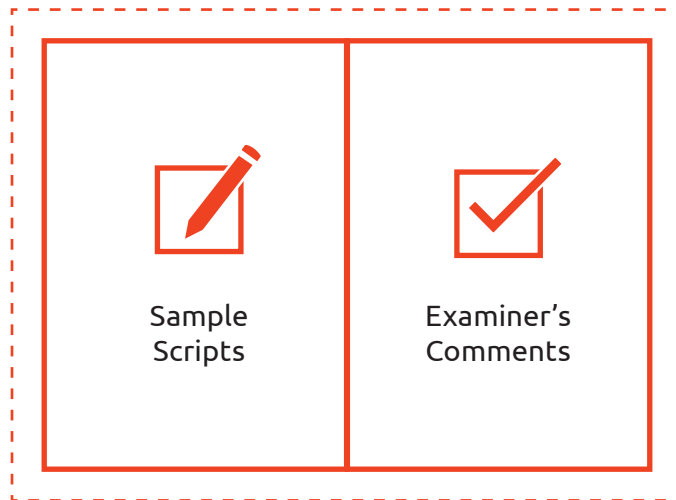
Over and under length answers

Where an answer fails to reach the minimum word length, this will be taken into account when awarding marks for Task Fulfilment.

Where an answer obviously exceeds the maximum word length, a candidate is bound to have produced a text of lower quality (i.e. to have made more mistakes) due to time constraints. No explicit penalty is to be imposed on over-length responses.

Off-topic answers

Candidates do not receive any credit for off-topic answers.



for levels
A1-C2



Write a letter to your friend. He/she wants to meet you. Tell him/her:

- when to meet and
- where to meet

Write between 20 and 30 words.

Candidate: Paolo

Dear Erika

I'm writing this letter to tell you about we meet. I'm in a Palermo hotel at this weekend.

We meet in my flat.

Thats all for now.

See you soon.

Love

Paolo

Candidate: Jivika

Dear Arseniy

Hi! how are you? I meet you on the Saturday. We can meet in a central squear or in a open air market.

See you soon

Jivika



Marking Criteria

1

Task Fulfilment

The message is attempted but not successfully communicated. The meeting location is not clear, and the weekend requires further clarification which is not provided.

2

Grammar

A1 grammar is used with a few errors, but meaning is still clear.

2

Vocabulary

Meaning is clear despite limited range of vocabulary.

3

Organisation

Punctuation is largely accurate and organisation appropriate.

8

Pass

2

Task Fulfilment

Both content points are covered and the message is largely communicated with some difficulty for the reader, and a need for more correspondence.

3

Grammar

Mostly accurate use of A1 grammar.

3

Vocabulary

A suitable range of basic vocabulary to transmit the message.

3

Organisation

Appropriate text organisation and largely accurate use of punctuation.

11

High Pass



You want to join a cooking class. Write a letter to the teacher.

- Ask when the class is
- Ask about the cost
- Tell her why you want to learn to cook.

Do not write an address. Write 30-50 words.

Candidate: Riya

Dear Miss Brown,

I decided to join in this cooking class and I want to tell me some information. So, when the class is? Could you tell me the cost about this. I like to learn to cook because I love to make tasty foods.

Yours faithfully,
Riya

Candidate: Abdulaziz

Dear Miss Smith,

I'm writting this letter because I would like to join a cooking class. I love coocking and I would be very happy if I would join in a cooking class. What is it cost? When the class is?

Best regards Miss Brown. Thank you,
Abdulaziz



Marking Criteria

3

Task Fulfilment

The candidate successfully transmits the three content points.

2

Grammar

A2 grammar is used and meaning is largely clear with some errors which do not impair meaning.

3

Vocabulary

There is an adequate range of A2 vocabulary and spelling, to clearly transmit meaning.

3

Organisation

The text organisation is fully appropriate with correct use of sentences and accurate basic punctuation.

11

High Pass

3

Task Fulfilment

All three content points are covered and the message is clear for the recipient.

2

Grammar

Although there are some errors with A2 grammar ('What is it cost?', 'When the class is?'), the message is clearly communicated.

2

Vocabulary

Meaning is clear despite some errors with A2 vocabulary.

2

Organisation

The text is mostly coherent with appropriate use of sentences and accurate punctuation.

9

Pass



Write a **letter** to your friend about a book or story you like. Explain why you like it and why he/she should read it too.

Write between 100 and 120 words.

Candidate: Omid

Dear friend Hava,

Hi, how are you? I hope you are well. I want to tell my favorite book. This story is with a boy and a dream when he saw was like true. It's very excellent and educational. I know that book you like. I hope to get this book in your home and tell me if you like. It tells of a little boy who sees a dream one night with his mother and she tells him to hear his father and grandmother who love him. The boy doesn't see also that dream he sees and other dreams that night but I don't tell you!

Bye-Bye

Omid your
friend



Marking Criteria

1

Task Fulfilment

Two content points attempted, but minimal communication is achieved, as meaning often breaks down.

1

Grammar

There are serious errors ('It tell for a little boy who see a bream one night with him bied mum and her tell him to hear dady granny whey love him.'), with a range below the expected at B1 level.

1

Vocabulary

Range and spelling are limited and the message is often difficult to understand.

2

Organisation

It is reasonably organised, uses basic linkers and is mainly coherent.

5

Fail



Write a **letter** to your friend about a book or story you like. Explain why you like it and why he/she should read it too.

Write between 100 and 120 words.

Candidate: Chiara

Dear Maria

I thought that I should tell you about my favorite book and why you should read it.

My favorite book is called «mysteries in the town». The book is about five teenagers that have a dream of being detectives one day. These five teenagers made a team and they solve mysteries together. But one day a mini market gets robbed by two thieves. Finally the team solves the mystery of the robbery.

I think you should read it without a doubt because it has action and plot twists. I think that you will love it once you read it.

love,
Chiara



Marking Criteria

3

Task Fulfilment

Both content points successfully communicated.

3

Grammar

Accurate use of B1 grammar with control ('I thought that I should tell you about...').

3

Vocabulary

Some impressive vocabulary is used accurately, and in spite of a couple of spelling errors near the end that cause re-reading, meaning is conveyed.

3

Organisation

The text is generally well-organised and coherent, using linkers appropriately.

12

High Pass



You've seen the advertisement below. Write a letter to the magazine. Mention:

- your writing qualifications and experience
- the kinds of food you like
- why you'd be good at the job

Write between 100 and 150 words.

*Can you write? Do you like to eat out? Would you like to get paid to eat out? Our magazine, Taste Bud, is looking for a restaurant reporter. This means travelling, tasting and reviewing – and **we** pay! If you like the idea, why not write to us?*

Show us you can write and we'll consider you for the job.

Dear Sirs

I am writing this letter to you to tell you about the job of a restaurant reporter.

First of all, I have an experience of this job. I worked for 2 years like a restaurant reporter in a little town. But it hadn't many restaurants in this town so I get fired. After that I would like to say that I have finished the university and I am a chef. So if I got the job I could understand many things about the food that they cook.

Secondly, I like all the kinds of food, I don't have favourite. But I don't eat pineapple because I am allergic.

Thirdly, I think that I would be good at the job because I have experience of this job and also I am a chef. In addition to I love travelling and I don't be sick of it. Also, I love eat food!

Thank you for your time and I hope to like my letter.

I am looking forward to hearing from you.

With faith
Alexander



Marking Criteria

2

Task Fulfilment

All content points are addressed and communication is mainly achieved. The genre and tone are mostly appropriate.

1

Grammar

There is a limited range and some serious errors which may impede meaning ('But it hadn't many restaurants in this town so I get fired.').

1

Vocabulary

There are errors with vocabulary and spelling. Some everyday vocabulary is not used accurately. ('In addition to I love travelling and I don't be sick of it.')

2

Organisation

The letter is well-organised and mainly appropriate. There are some punctuation and sentence-construction errors and there is an odd closing mechanism.

6

Pass



You've seen the advertisement below. Write a letter to the magazine. Mention:

- your writing qualifications and experience
- the kinds of food you like
- why you'd be good at the job

Write between 100 and 150 words.

*Can you write? Do you like to eat out? Would you like to get paid to eat out? Our magazine, Taste Bud, is looking for a restaurant reporter. This means travelling, tasting and reviewing – and **we** pay! If you like the idea, why not write to us?*

Show us you can write and we'll consider you for the job.

Dear Sirs,

I am writing with regard to your article about a restaurant reporter which was published in the "Taste Bud". I believe that this job will be perfect for me.

First of all, I believe that this job is very interesting and I think that I will be very good because I like writing and I have won a lot of competitions of writing. Furthermore I have gone abroad a lot of times and I have tasted different foods. My favourite kind of food is the Greek food but I have no problem with the other kinds of food. Finally it will be an amazing experience.

I would like to thank you for your attention. I hope my letter will be taken into account.

Yours faithfully
Anasztazia



Marking Criteria

3

Task Fulfilment

The candidate confidently deals with the content points which are fully communicated.

2

Grammar

There is a reasonable range of grammar and it is largely accurate.
Errors do not impede meaning.

2

Vocabulary

The range of vocabulary is a bit informal at times and has a couple of basic spelling errors ('restaurant reporter', 'my favour kind') but with some good use of 'set pieces' ('with regard to', 'gone abroad', 'will be taken into account').

3

Organisation

The text is well-organised and the style fully appropriate.
There is good use of formal letter job application conventions.

10

High Pass



You are visiting a well-known tourist site with your friends and something unexpected has happened. Write a letter to your parents telling them what has happened and say what you are planning to do now.

Write between 250 and 300 words.

Dear mum,

I write this letter for you to explain a unexpected moment that happen during our holidays in Barcelona.

First of all, when we arrived at the hotel we left our suitcases and we went for a walk in a beach near from our hotel. We saw some people and we went with them for fishing. When we arrived we waited to caught any fish. After one hour with no fish my friend Nick had the good idea to swimed and to saw if there is any fish in the sea. He fell in the sea and after few minutes he started to screamed and to called for help.

In this time I understood that we wanted help and I with my fiends fell in the sea to help him. When we took him from the sea he said to us that a poisonous fish have hurt him. In this time he took Nick from the beach and we transported him in the nearest hospital. The nurses said to us that he is good and that he staid in the hospital for few days. It was a difficult moment for us and we calmed down when nurse said that Nick is good and healthy.

To conclude, I would say to you that all are good and we'll come in Madrid very soon.

Your daughter
Nastya



Marking Criteria

2

Task Fulfilment

The target reader is mostly informed, and the tone is mostly appropriate with some noticeable exceptions.

1

Grammar

There are many serious basic errors, particularly with infinitives and prepositions (for example, 'we went with them for fishing', 'we waited to caught', 'we had the good idea to swimed', 'he started to screamed').

1

Vocabulary

Vocabulary range is limited for C1 and there are errors with basic items, for example 'my fiends fell in the sea to help him', 'he staid in the hotel'.

1

Organisation

The text has some organisation and coherence, but it is limited. Some linkers are inappropriate for the text type.

5

Fail



You are visiting a well-known tourist site with your friends and something unexpected has happened. Write a letter to your parents telling them what has happened and say what you are planning to do now.

Write between 250 and 300 words.

Candidate: Marta

Dear Dad,

Mam, Dad I have something to tell you. Well do you remember that I told about a trip that we were going with my friends? So we went to North Antarctic just to stay and have some kind of adventure for 5-6 hours. When we arrived there something horrible happened.

Chris fell into the cold freezing water and we couldn't pull him up because we were travelling on a really large boat, so one of us had to dive in the sea with an umbrella. I know that sounds crazy but we didn't have any other equipment to pull him up so as they both grabbed the umbrella they were both trying to get on the boat. Chris and Andrew got out of the water but they both collapsed from Hypothermia so we had to find a way to get them warmed.

Then someone showed up from the inside of the boat saying that he had been in the same situation and then he told us we need to light up a fire but first we had to sail the boat somewhere.

After two hours of trying to warm them they finally opened their eyes without even knowing what had happened.

And that was one of the craziest adventures in my life. I'm fine so don't worry.

Yours,
Marta



Marking Criteria

2

Task Fulfilment

The candidate mainly satisfies the demands of the task. Genre and tone is appropriate.

2

Grammar

There is some good control, even of complex forms (for example, 'after two hours of trying to warm them they finally opened their eyes without even knowing what had happened'). There are also some relatively basic errors, for example 'I told about a trip', but these occasional errors do not impede meaning.

2

Vocabulary

The candidate uses a range of vocabulary, including less common items such as 'collapsed' and 'grab', appropriately. Occasional errors do not impede meaning.

2

Organisation

The text organisation is mainly appropriate to text type, coherent, using relatively straightforward linkers.

8

Pass



You've seen this quotation:

'Wealth is the slave of a wise man, the master of a fool.'

Write a letter to a friend expressing your opinion on the validity of this statement.

Write between 250 and 300 words.

Dear Nicolas,

I am writing to you, about a quote I read in a local newspaper "wealth is the slave of a wise man, the master of a fool". I would like to express my opinion about this matter because I share the same opinion with this quote.

Nowadays, we are working every day like slaves and for what purpose? Most of employees, workers etc. trying to accomplish bigger networth that they will ever need. A great amount of people connects wealth with happiness that is wrong. What if all people in the world were rich? I think misery is upon us and we cannot realise what is most outstanding for our lives. Also, we have idolize the wealth but only a wise man can realize and manage money wisely without overwhelm him in life contitions. On the other hand, people who are lucking sense or judgment about wealth, trying to accomplish the big purpose. In this way they are spending a lot of effort for example, working overtime and spending more time with commitees than with their family.

To conclude with, wealth is needing careful handling and need concern about the priorities in life. If we don't pay attention, we will regret about our choises later.

Yours,
Bartoloměj



Marking Criteria

2

Task Fulfilment

The reader is on the whole informed and the candidate mainly satisfies the demands of the task. The genre and tone of the text are mostly appropriate.

1

Grammar

A range of forms is used with control, but there are too many basic errors for C2 (for example, 'most of employees', 'we have idolize the wealth', 'without overwhelm him', 'wealth is needing careful handling').

2

Vocabulary

There is a wide range of vocabulary which is used effectively in the main body. There are occasional errors but they rarely impede meaning (for example, 'overwhelm him in life contition', 'need concern about the priorities in life').

1

Organisation

There are many punctuation errors and some issues with linkers, which can cause the reader to pause while reading the text. There is overall organisation, and reasonable coherence.

6

Pass



You've seen this quotation:

'Wealth is the slave of a wise man, the master of a fool.'

Write a letter to a friend expressing your opinion on the validity of this statement.

Write between 250 and 300 words.

Candidate: Štěpán

Dear Derek,

Hello. I have a while hearing from you. How are you? I am writing to you to tell you my opinion about a statement I had seen.

The statement says "Wealth is the slave of a wise man, the master of a fool". First of all, wealth is a really important thing and it is good for everyone. But in this statement I have to say that a wise man needs to be wealthy because he can pass messages to the world. But with the characterizm 'slave' I think that a wise man had took and leaved a lot of things from life and he is happy and plesured from what life gave to him, too. So, even if we got sick and die he would not mind because he will be rich from the goods of his knowledge.

On the other hand, a fool man had not learn much from life and had not find the meaning of it. So, he needs that wealth, for him to have the time to live and learn. Because as far as we live, as much as we learn. So, reasonably that quote characterize wealth as 'the monster' of a fool man. I think that this quotation has a really big value and it is really deep comming from life.

I look forward hearing from you. I hope that you agree with my opinion. What is your opinion of this statement? Please, write me as soon as you can.

Best wishes
Štěpán



Marking Criteria

1

Task Fulfilment

The demands of the task are partially met, but the reader is minimally informed.

1

Grammar

There are many basic errors, but these largely do not impede communication (for example, 'I have a while hearing from you', 'I think that a wise man had took and learned a lot', 'I look forward hearing from you').

1

Vocabulary

There are gross errors with vocabulary and spelling for C2 level ("with the caracterizm 'slave'", 'he is happy and pleased', 'resonably', 'comming').

1

Organisation

The text has some coherence and plan, but does not flow well. There are punctuation issues which interrupt the reader ('Because as far as we live, as much as we learn').

4

Fail

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