

Writing assessment rubric

TASK REPOSE	Weak (0-1)	Good (2)	Excellent (3)
Content, format & length	Contents do not correspond to task requirement. (i.e., the focus is not on the main points of the article or main points are missing from the summary) Format and / or length are deficient.	Contents fulfill the task requirement sufficiently well. Format and length are overall on target.	Contents fulfill the task requirements. Format and length are overall on target.
Style and tone	Style and tone are often inappropriate for the purpose (e.g., contractions, informal word choice, informal sentence structures, etc.)	Style and tone are appropriate for the purpose, but there may be some inconsistencies.	Style and tone are consistently appropriate for the purpose and target audience.
Referencing	The use of references is insufficient (e.g., missing citation, in-text references or reminder phrases) or there are no references at all.	The use of references is sufficient although not necessarily always accurate.	The use of references is accurate.
Paraphrasing / summarizing	One or more sentences are copies of the original sentences (i.e., insufficient paraphrasing). The text is inaccurately summarized.	Sentences have been put into own words. The text is adequately summarized.	The text is accurately paraphrased and summarized.
COHESION AND COHERENCE	Weak (0-1)	Good (2)	Excellent(3)
Overall organization and coherence	Ideas and argument are not well organized or tend to be disconnected.	Ideas and arguments are logically organized although there may be some incoherence, jumping or breaks in the flow.	Ideas and arguments are logically organized and the text is coherent
Paragraphing	Paragraphs are used, but they may not stay on topic, or they may be too short or long. Topic sentences are not used.	Paragraphs are used logically and stay on topic.	Paragraphs are used accurately to promote communication and stay on topic.
Sentence cohesion	Sentences may be poorly connected. Cohesive devices are missing, and / or they are mechanically or repetitively used.	Sentences are sufficiently connected. Cohesive devices are used, but they may be occasionally mechanical or repetitive.	Sentences connect naturally and logically. Cohesion is achieved in

			such a way that it attracts no attention.
LEXICO-GRAMMATICAL STRUCTURES	B1 or below Note: Falling into the “weak” category in any of the following results into a failing grade in AHOT.	B2	C1 or above
Sentences	Sentences are often too short or too long, resulting in poor readability. Sentences lack variety in length and complexity. One or more sentences are incomprehensible.	Sentences are clear, but may lack variety in length and complexity.	Sentences are well-balanced, promote readability, and vary in length and complexity.
Vocabulary range	Vocabulary range is quite limited and word choice is sometimes unclear and / or inaccurate.	Vocabulary range is generally good, and word choice is generally accurate and appropriate.	Vocabulary range is broad, and word choices are accurate and appropriate.
Grammatical accuracy	Noticeable mother tongue influence. Frequent grammar errors occur, but it is clear what the writer is trying to express. The text contains frequent spelling, punctuation and capitalization errors.	Good lexico-grammatical control; occasional “slips” or non-systematic errors and minor flaws in sentence structure or word form may still occur, but they are rare. The text contains some spelling, punctuation and capitalization errors.	Consistently maintains high degree of lexico-grammatical accuracy; errors are rare and difficult to spot. The text contains no or very few spelling, punctuation and capitalization errors.