Name: _____ **Portfolio No:** _____

Topic Sentence:

Concluding Sentence:

Topic:

1st Support:

Detail:

Detail:

2nd Support:

Detail:

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3rd Support:

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Task Achievement (30 pts)		Organization (20 pts)		Use of English (20 pts)		Vocabulary (20 pts)		Punc./Spell./Mechanics (10pts)	
30	Task fully achieved / Entirely relevant to Topic	**20**	Effective Top, Supp. & Conc. Sent. /Suitable use of transitions	**20**	Accurate use of grammar/ Good use of complex structures	**20**	Wide range of vocabulary/ Accurate form & use	**10**	Hardly any spelling mistakes/ Correct punc./ Very neat format
22,5	Task adequately achieved / Acceptable format and length	**15**	Acceptable Top, Supp. & Conc. Sent. / Problems with the order	**15**	Adequate use of grammar Some mistakes in complex structures	**15**	Adequate range of vocab./ Some errors of form & use	**7,5**	Few spelling mistakes/ Some problems with punc.
15	Limited variety of ideas / Some gaps & irrelevant ideas	**10**	Poor Top, Supp. & Conc. Sent. / Many problems with the order	**10**	Limited use of grammar / Many errors in use	**10**	Limited range of vocab./ Frequent errors of form & use	**5**	Frequent spelling mistakes/ Serious problems with punc.
7,5	Poor variety of ideas / Too many gaps & irrelevant ideas	**5**	Absence of Top, Supp. & Conc. Sent. / No clear organization	**5**	Poor use of grammar / Reader can't understand	**5**	Poor range of vocabulary/ Too many errors of form & use	**2,5**	Severe spelling mistakes. Poor use of punc. & capitals/No para.format