

Derrinallum P-12 College



ASSESSMENT CRITERIA SHEET

LO2

Writing for Practical Purpose

Task:

- Students will investigate the requirements for completing the Safe Food Handling course and the Responsible Serving of Alcohol course and plan a list of tasks with a timeline to be completed to run the courses at the school.
- Find prospective providers for the courses and list their details.

Due Date:

FOUNDATION

Write a **short** instructional or transactional text on a **familiar** subject.

INTERMEDIATE

Write an instructional or transactional text.

Marking Criteria

Learning Outcome Requirements	S / N
<i>*All elements must be met in the one assessment task/activity.</i>	
Foundation a) Use simple planning, drafting and editing processes to produce written texts	
Intermediate a) Use the processes of planning, drafting and editing to produce written texts.	
Foundation & Intermediate b) Use language and tone appropriate to text purpose and audience.	
Foundation c) Sequence and structure information and/or ideas coherently.	
Intermediate c) Sequence and structure information and/or ideas logically to suit purpose.	
Foundation d) Write at least one paragraph or three to four pieces of information in point form.	
Intermediate d) Present several separate pieces of information within a text including detailed factual descriptions or data. 300-500 words	
Foundation e) Spell, punctuate and use grammar sufficiently for the meaning of the text to be understood.	
Intermediate e) Spell, punctuate and use grammar with reasonable accuracy.	

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NYC

Comments: