

## Assessment 1: Writing a problem-solution essay (draft 1) information

Assessment 1 is an out-of-class writing assignment. You have to write a draft (around 300-400 words) of a problem solution essay on the topic of **scams**.

Your draft should include:

- a narrowed essay title which includes the problem you are focusing on
- an **analysis of the problem** you have identified in two or three paragraphs
- an end-of-text reference list in the appropriate referencing style for your discipline (ungraded)

### What do you need to do?

#### Step 1: Narrow your topic into a question

Example 1:

“Discuss the problem of scams.”

*This is not a narrowed essay topic. The topic is too broad for this Assessment.*

Example 2:

“Discuss the telephone scam problems and suggest some solutions to combat this issue.” *This title has been appropriately narrowed.*

Example 3:

“Discuss the causes of scams targeting the elderly and suggest some solutions to solve these issues.”

*This title has been appropriately narrowed.*

#### Step 2: Research the topic

*Here are two articles related to the topic of scams for your reference-*

You can choose whether you want to include them in your writing. However, you should also research more articles and include those in your draft. Use the resources in the PolyU library to find reliable and academic articles which you can use as supporting evidence.

##### Suggested sources:

Koon, T.H., & Yoong, D. (2013). Preying on lonely hearts: A systematic deconstruction of an Internet romance scammer’s online lover persona. *Journal of Modern Languages*, 23 (1), 28-40.

Mears, P. B., Reisig, M.D., Scaggs, S., & Holtfreter, K. (2016). Efforts to Reduce Consumer Fraud Victimization Among the Elderly: The Effect of Information Access on Program Awareness and Contact. *Crime & Delinquency*, 62(9), 1235-1259.

#### Step 3: Plan your draft

You should

1. write an outline of your essay before you start writing
2. decide which problems you will focus on
3. identify the possible solutions to those problems
4. search for supporting evidence for all of your points

#### Step 4: Consult your teacher

Show your plan to your teacher and get feedback.

#### Step 5: Start writing

1. Start writing early. Do not leave your writing until the last minute.
2. Join CILL Workshops to get more input on how to write your draft.
3. Submit to Turnitin via Blackboard to check the similarity index.
4. Revise your draft before the final submission.

## Step 6: Submit your assessment

1. Submit the final version of your draft before the deadline of Assessment 1.
2. Make sure that your draft is word-processed in Arial font size 11 or Times New Roman font size 12, double spaced and in MS Word Format.
3. Make sure that you click the “submit” button after you have uploaded your essay.
4. Check if you have received the digital receipt after submission.

## Extra Guidance notes

### Content and Organisation

- Make sure that each paragraph has supporting evidence. You should ensure that the references that you use are both academic and reliable in order to increase the credibility of your essay.
- Check if you have a logical structure in your draft. Make sure that there is one point per paragraph.
- Start with a topic sentence in each paragraph to tell readers what the paragraph is about.
- Have good linking between paragraphs. Show the connection with the previous paragraph.
- Finish a paragraph with a concluding sentence to link back to the topic sentence.
- Include a reference list using the appropriate referencing style for your discipline. If it is not included, the Content grade will be affected.

### In-text referencing

- You should include a minimum of two in-text references in the essay.
- It is important that the essay is appropriately referenced, with in-text citations. You need to demonstrate the in-text citation skills that you have learned.
- The total word count for all quotations should not exceed 10 words.
- You will be downgraded if you copy directly from the sources. Use **your own words** to summarise and paraphrase the references.

### Academic style

- You should use a formal written style.
- You should use precise vocabulary.
- Try to use single word verbs, not phrasal verbs.
- Try to hedge. Be careful in your writing; do not be too assertive unless you are certain in your opinion and have support for your points

## Assessment criteria

1. **Content (25%):** task fulfilment; relevance, development and quality of arguments
2. **Organisation (25%):** clear overall structure; clearly organised paragraphs and a range of methods to connect ideas; ideas presented logically; ease of reading
3. **Language (40%):** accuracy and range of sentence structures; academic style; appropriacy of vocabulary; meaning communicated effectively and appropriately through language choices
4. **Referencing (10%):** accuracy and integration of in-text citations; accuracy and range of reporting structures; effectiveness of paraphrasing

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