

Appendix 2

SELF-ASSESSMENT GRID (EXPANDED WITH ONLINE INTERACTION AND MEDIATION)

Reception	A1	A2	B1	B2	C1	C2
Oral comprehension	I can recognise familiar words and very basic phrases concerning myself, my family and immediate concrete surroundings when people speak/sign slowly and clearly.	I can understand phrases and the highest frequency vocabulary related to areas of most immediate personal relevance (e.g. very basic personal and family information, shopping, local geography, employment). I can catch the main point in short, clear, simple messages and announcements.	I can understand the main points of clear standard language on familiar matters in work, school, leisure, etc. I can understand the main point of many radio or TV programmes on current affairs or topics of personal or professional interest when the delivery is relatively slow and clear.	I can understand extended talk and lectures and follow even complex lines of argument provided the topic is reasonably familiar. I can understand most TV news and current affairs programmes. I can understand the majority of films in standard language.	I can understand extended talk even when it is not clearly structured and when relationships are only implied and not signalled explicitly. I can understand television programmes and films without too much effort.	I have no difficulty in understanding any kind of oral language, whether live or broadcast, even when delivered at fast natural speed, provided I have some time to get familiar with the accent.
Reading comprehension	I can understand familiar names, words/signs and very simple sentences, for example on notices and posters or in catalogues.	I can read very short, simple texts. I can find specific, predictable information in simple everyday material, such as advertisements, prospectuses, menus and timetables, and I can understand short simple personal letters.	I can understand texts that consist mainly of high frequency everyday or job-related language. I can understand the description of events, feelings and wishes in personal letters.	I can read articles and reports concerned with contemporary problems in which the writers adopt particular stances or viewpoints. I can understand contemporary literary prose.	I can understand long and complex factual and literary texts, appreciating distinctions of style. I can understand specialised articles and longer technical instructions, even when they do not relate to my field.	I can read with ease virtually all forms of the written/signed language, including abstract, structurally or linguistically complex texts, such as manuals, specialised articles and literary works.

Production	A1	A2	B1	B2	C1	C2
Oral production	I can use simple phrases and sentences to describe where I live and people I know.	I can use a series of phrases and sentences to describe in simple terms my family and other people, living conditions, my educational background and my present or most recent job.	<p>I can connect phrases in a simple way in order to describe experiences and events, my dreams, hopes and ambitions.</p> <p>I can briefly give reasons and explanations for opinions and plans.</p> <p>I can narrate a story or relate the plot of a book or film and describe my reactions.</p>	<p>I can present clear, detailed descriptions on a wide range of subjects related to my field of interest.</p> <p>I can explain a viewpoint on a topical issue giving the advantages and disadvantages of various options.</p>	I can present clear, detailed descriptions of complex subjects integrating sub-themes, developing particular points and rounding off with an appropriate conclusion.	I can present a clear, smoothly flowing description or argument in a style appropriate to the context and with an effective logical structure that helps the recipient notice and remember significant points.
Written production	I can produce simple isolated phrases and sentences.	I can produce a series of simple phrases and sentences linked with simple connectors like "and", "but" and "because".	I can produce straightforward connected text on topics that are familiar or of personal interest.	<p>I can produce clear, detailed text on a wide range of subjects related to my interests.</p> <p>I can produce an essay or report, passing on information or giving reasons in support of or against a particular point of view.</p>	<p>I can express myself in clear, well-structured text, expressing points of view at some length.</p> <p>I can produce detailed expositions of complex subjects in an essay or a report, underlining what I consider to be the salient issues.</p> <p>I can produce different kinds of texts in a style appropriate to the reader I have in mind.</p>	<p>I can produce clear, smoothly flowing text in an appropriate style.</p> <p>I can produce complex letters, reports or articles that present a case with an effective logical structure that helps the recipient notice and remember significant points.</p> <p>I can produce summaries and reviews of professional or literary works.</p>

Interaction	A1	A2	B1	B2	C1	C2
Oral interaction	<p>I can interact in a simple way provided the other person is prepared to repeat or rephrase things at a slower rate and help me formulate what I am trying to express.</p> <p>I can ask and answer simple questions in areas of immediate need or on very familiar topics.</p>	<p>I can communicate in simple and routine tasks requiring a simple and direct exchange of information on familiar topics and activities.</p> <p>I can handle very short social exchanges, even though I can't usually understand enough to keep the conversation going myself.</p>	<p>I can deal with most situations likely to arise while travelling in an area where the language is spoken.</p> <p>I can enter unprepared into conversation on topics that are familiar, of personal interest or pertinent to everyday life (e.g. family, hobbies, work, travel and current events).</p>	<p>I can interact with a degree of fluency and spontaneity that makes regular interaction with users of the target language quite possible.</p> <p>I can take an active part in discussion in familiar contexts, accounting for and sustaining my views.</p>	<p>I can express myself fluently and spontaneously without much obvious searching for expressions.</p> <p>I can use language flexibly and effectively for social and professional purposes.</p> <p>I can formulate ideas and opinions with precision and relate my contribution skilfully to those of others.</p>	<p>I can take part effortlessly in any conversation or discussion and have a good familiarity with idiomatic expressions and colloquialisms.</p> <p>I can express myself fluently and convey finer shades of meaning precisely. If I do have a problem I can backtrack and restructure around the difficulty so smoothly that other people are hardly aware of it.</p>
Written and online interaction	<p>I can post short, simple greetings as statements about what I did and how I liked it, and can respond to comments in a very simple way.</p> <p>I can react simply to other posts, images and media.</p> <p>I can complete a very simple purchase, filling in forms with personal details.</p>	<p>I can engage in basic social interaction, expressing how I feel, what I am doing or what I need, and responding to comments with thanks, apology or answers to questions.</p> <p>I can complete simple transactions such as ordering goods, can follow simple instructions and can collaborate in a shared task with a supportive interlocutor.</p>	<p>I can interact about experiences, events, impressions and feelings, provided I can prepare beforehand.</p> <p>I can ask for or give simple clarifications and can respond to comments and questions in some detail.</p> <p>I can interact with a group working on a project, provided there are visual aids such as images, statistics and graphs to clarify more complex concepts.</p>	<p>I can interact with several people, linking my contributions to theirs and handling misunderstandings or disagreements, provided the others avoid complex language, allow me time and are generally co-operative.</p> <p>I can highlight the significance of facts, events and experiences, justify ideas and support collaboration.</p>	<p>I can understand the intentions and implications of other contributions on complex, abstract issues and can express myself with clarity and precision, adapting my language and register flexibly and effectively.</p> <p>I can deal effectively with communication problems and cultural issues that arise by clarifying and exemplifying.</p>	<p>I can express myself in an appropriate tone and style in virtually any type of interaction.</p> <p>I can anticipate and deal effectively with possible misunderstandings, communication issues and emotional reactions, adjusting language and tone flexibly and sensitively as appropriate.</p>

Mediation	A1	A2	B1	B2	C1	C2
Mediating a text	I can convey simple, predictable information given in short, simple texts like signs and notices, posters and programmes.	I can convey the main point(s) involved in short, simple texts on everyday subjects of immediate interest, provided these are expressed clearly in simple language.	I can convey information given in clear, well-structured informational texts on subjects that are familiar or of personal or current interest.	I can convey detailed information and arguments reliably, e.g. the significant point(s) contained in complex but well-structured texts within my fields of professional, academic and personal interest.	I can convey clearly and fluently in well-structured language the significant ideas in long, complex texts, whether or not they relate to my own fields of interest, provided I can occasionally check particular technical concepts.	I can explain in clear, fluent, well-structured language the way facts and arguments are presented, conveying evaluative aspects and most nuances precisely, and pointing out sociocultural implications (e.g. use of register, understatement, irony and sarcasm).
	I can invite other people's contributions using short, simple phrases. I can use simple words/signs and signals to show my interest in an idea and to confirm that I understand. I can express an idea very simply and ask others whether they understand me and what they think.	I can collaborate in simple, practical tasks, asking what others think, making suggestions and understanding responses, provided I can ask for repetition or reformulation from time to time. I can make suggestions in a simple way to move the discussion forward and can ask what people think of certain ideas.	I can help define a task in basic terms and ask others to contribute their expertise. I can invite other people to contribute, to clarify the reason(s) for their views or to elaborate on specific points they have made. I can ask appropriate questions to check understanding of concepts and can repeat back part of what someone has said to confirm mutual understanding.	I can encourage participation and pose questions that invite reactions from other group members or ask people to expand on their thinking and clarify their opinions. I can further develop other people's ideas and link them into coherent lines of thinking, considering different sides of an issue.	I can acknowledge different perspectives in guiding a group, asking a series of open questions that build on different contributions in order to stimulate logical reasoning, reporting on what others have said, summarising, elaborating and weighing up multiple points of view, and tactfully helping steer discussion towards a conclusion.	I can guide the development of ideas in a discussion of complex abstract topics, encouraging others to elaborate on their reasoning, summarising, evaluating and linking the various contributions in order to create agreement for a solution or way forward.
Mediating concepts						

Mediation	A1	A2	B1	B2	C1	C2
Mediating communication	<p>I can facilitate communication by showing my welcome and interest with simple words/signs and non-verbal signals, by inviting others to contribute and indicating whether I understand.</p> <p>I can communicate other people's personal details and very simple, predictable information, provided other people help me with formulation.</p>	<p>I can contribute to communication by using simple words/signs to invite people to explain things, indicating when I understand and/or agree.</p> <p>I can communicate the main point of what is said in predictable, everyday situations about personal wants and needs.</p> <p>I can recognise when people disagree or when difficulties occur and can use simple phrases to seek compromise and agreement.</p>	<p>I can support a shared communication culture by introducing people, exchanging information about priorities, and making simple requests for confirmation and/or clarification.</p> <p>I can communicate the main sense of what is said on subjects of personal interest, provided speakers articulate clearly and I can pause to plan how to express things.</p>	<p>I can encourage a shared communication culture by adapting the way I proceed, by expressing appreciation of different ideas, feelings and viewpoints, and by inviting participants to react to each other's ideas.</p> <p>I can communicate the significance of important statements and viewpoints on subjects within my fields of interest, provided speakers give clarifications if needed.</p>	<p>I can mediate a shared communication culture by managing ambiguity, demonstrating sensitivity to different viewpoints and heading off misunderstandings.</p> <p>I can communicate significant information clearly, fluently and concisely, and explain cultural references.</p> <p>I can use persuasive language diplomatically.</p>	<p>I can mediate effectively and naturally between members of my own and other communities, taking account of sociocultural and sociolinguistic differences and communicating finer shades of meaning.</p>