

Table 1

AUDIO NOTE RUBRIC					
Level	Clarity and Organization	Language Proficiency	Content	Delivery	Filler words and Stammer
<b>A0/A1 English (Beginner/Elementary):</b>	<ul style="list-style-type: none"> <li><b>Clarity:</b> Use simple and clear language with minimal use of complex vocabulary. Speak slowly and articulate each word clearly to aid comprehension.</li> <li><b>Organisation:</b> Keep audio notes short and focused on one topic at a time. Clearly introduce the topic at the beginning and summarise key points at the end.</li> </ul>	Can communicate using simple sentences and phrases with frequent pauses.	Content lacks coherence and relevance.	Delivery is hesitant and lacks clarity.	Can create basic audio notes using simple vocabulary and phrases, with limited coherence and organization. May use frequent filler words (um, uh) and exhibit noticeable stuttering.
<b>A2 English (Pre-Intermediate):</b>	<ul style="list-style-type: none"> <li><b>Clarity:</b> Introduce slightly more vocabulary and basic sentence structures, but maintain a clear and straightforward communication style. Provide clear examples and context for understanding.</li> <li><b>Organization:</b> Structure audio notes with clear introductions, main points, and conclusions. Use simple transitions like "first," "next," and "finally" to guide the listener through the content.</li> </ul>	Can communicate in familiar situations using simple sentences and phrases with occasional errors.	Content is basic and limited in depth.	Delivery is somewhat fluent but may include pauses and repetitions.	Can produce short audio notes on familiar topics using simple language and basic structures, with some coherence and organization. May use occasional filler words and exhibit minor stuttering.
<b>B1 English (Intermediate)</b>	<ul style="list-style-type: none"> <li><b>Clarity:</b> Speak at a moderate pace with a wider range of vocabulary and sentence structures. Ensure that pronunciation is clear and understandable.</li> <li><b>Organization:</b> Create audio notes with clear introductions, main points, and conclusions. Use cohesive devices like sequencing words and phrases to organize ideas logically.</li> </ul>	Can communicate effectively in routine situations with occasional errors and hesitation.	Content is relevant but lacks depth and complexity.	Delivery is fairly fluent with occasional hesitations.	Can create clear audio notes on familiar topics, providing relevant information with basic structure and organization. May use occasional filler words and exhibit occasional stuttering.

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<b>B2 English (Upper-Intermediate):</b>	<ul style="list-style-type: none"> <li>• <b>Clarity:</b> Demonstrate a strong command of pronunciation and intonation, using varied speech patterns to maintain listener engagement. Monitor pace to ensure clarity without sacrificing naturalness.</li> <li>• <b>Organization:</b> Structure audio notes with clear sections or topics, each with its own introduction, development, and conclusion. Use transitions and signposting language to guide listeners through the content.</li> </ul>	Can express ideas fluently and spontaneously with occasional errors and hesitation.	Content is well-developed with relevant supporting details.	Delivery is fluent and engaging, with appropriate use of visuals and gestures.	Can produce well-structured audio notes with clear main points and supporting details, engaging the listener effectively. May use few filler words and exhibit minimal stuttering.
<b>C1 English (Advanced )</b>	<ul style="list-style-type: none"> <li>• <b>Clarity:</b> Speak fluently and confidently, with precise pronunciation and natural intonation. Adapt speech to suit the audience and context while maintaining clarity and coherence.</li> <li>• <b>Organization:</b> Create audio notes with a sophisticated structure, incorporating complex ideas and detailed explanations. Use rhetorical devices and advanced organizational techniques to enhance coherence and effectiveness.</li> </ul>	Can communicate fluently and spontaneously, adapting speech to different contexts with occasional minor errors.	Content is highly informative, well-researched, and engaging.	Delivery is confident, dynamic, and captivating, engaging the audience effectively.	Can create polished audio notes with sophisticated language and organization, demonstrating fluency and confidence in delivery. Rarely uses filler words and exhibits minimal stuttering.