*toefl ibt®
Writing Scoring Guide
Write an Email

SCORE	GENERAL DESCRIPTION
5	**A fully successful response** The response is effective, is clearly expressed, and shows consistent facility in the use of language. A typical response displays the following: • Elaboration that effectively supports the communicative purpose • Effective syntactic variety and precise, idiomatic word choice • Consistent use of appropriate social conventions (e.g., politeness, register, organization of information and formulation of actions such as requests, refusals, criticisms, etc.) • Almost no lexical or grammatical errors other than those expected from a competent writer writing under timed conditions (e.g., common typos or common misspellings or substitutions like *there/their*)
4	**A generally successful response** The response is mostly effective and easily understood. Language facility is adequate to the task. A typical response displays the following: • Adequate elaboration to support the communicative purpose • Syntactic variety and appropriate word choice • Mostly appropriate social conventions • Few lexical or grammatical errors
3	**A partially successful response** The response generally accomplishes the task. Limitations in language facility may prevent parts of the message from being fully clear and effective. A typical response displays the following: • Elaboration that partially supports the communicative purpose • A moderate range of syntax and vocabulary • Some noticeable errors in structure, word forms, use of idiomatic language and/or social conventions
2	**A mostly unsuccessful response** The response reflects an attempt to address the task, but it is mostly ineffective. The message may be limited or difficult to interpret. A typical response exhibits one or more of the following: • Limited or irrelevant elaboration • Some connected sentence-level language, with a limited range of syntax and vocabulary • An accumulation of errors in sentence structure and/or language use
1	**An unsuccessful response** The response reflects an ineffective attempt to address the task. The message may be limited to the point of being unintelligible. A typical response exhibits one or more of the following: • Very little elaboration, if any • Telegraphic language (i.e., short and/or disconnected phrases and sentences) with a very limited range of vocabulary • Serious and frequent errors in the use of language • Minimal original language; any coherent language is mostly borrowed from the stimulus
0	**The response is blank, rejects the topic, is not in English, is entirely copied from the prompt, is entirely unconnected to the prompt or consists of arbitrary keystrokes.**

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Writing Scoring Guide
Write for an Academic Discussion

SCORE	DESCRIPTION
5	**A fully successful response** The response is a relevant and very clearly expressed contribution to the online discussion, and it demonstrates consistent facility in the use of language. A typical response displays the following: • Relevant and well-elaborated explanations, exemplifications and/or details • Effective use of a variety of syntactic structures and precise, idiomatic word choice • Almost no lexical or grammatical errors other than those expected from a competent writer writing under timed conditions (e.g., common typos or common misspellings or substitutions like *there/their*)
4	**A generally successful response** The response is a relevant contribution to the online discussion, and facility in the use of language allows the writer's ideas to be easily understood. A typical response displays the following: • Relevant and adequately elaborated explanations, exemplifications and/or details • A variety of syntactic structures and appropriate word choice • Few lexical or grammatical errors
3	**A partially successful response** The response is a mostly relevant and mostly understandable contribution to the online discussion, and there is some facility in the use of language. A typical response displays the following: • Elaboration in which part of an explanation, example or detail may be missing, unclear or irrelevant • Some variety in syntactic structures and a range of vocabulary • Some noticeable lexical and grammatical errors in sentence structure, word form or use of idiomatic language
2	**A mostly unsuccessful response** The response reflects an attempt to contribute to the online discussion, but limitations in the use of language may make ideas hard to follow. A typical response displays the following: • Ideas that may be poorly elaborated or only partially relevant • A limited range of syntactic structures and vocabulary • An accumulation of errors in sentence structure, word forms or use
1	**An unsuccessful response** The response reflects an ineffective attempt to contribute to the online discussion, and limitations in the use of language may prevent the expression of ideas. A typical response displays the following: • Words and phrases that indicate an attempt to address the task, but with few or no coherent ideas • Severely limited range of syntactic structures and vocabulary • Serious and frequent errors in the use of language • Minimal original language; any coherent language is mostly borrowed from the stimulus
0	**The response is blank, rejects the topic, is not in English, is entirely copied from the prompt, is entirely unconnected to the prompt or consists of arbitrary keystrokes.**