TASK ASSESSMENT

Name : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Teacher’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

CLB Competency & Level *CLB 4 - Writing Interacting with Others*

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| Real World Task: Write a short email to your child’s friend’s parent requesting a ride to  a soccer game |

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| Part A: \* Overall:  \_\_\_\_\_\_ understood the task and email was appropriate ( Yes - 2)  \_\_\_\_\_\_ understood the task but the email was not clear (Almost - 1)  \_\_\_\_\_\_ did not understand the task (No - 0) |

|  |  |  |  |
| --- | --- | --- | --- |
| Part B: Criteria of the task | Yes (2) | Almost (1) | No (0) |
| \*Message is understood  \*Language and content are appropriate to the intent  and social context (making request)  \*Conveys main idea and supports it with some detail in  a basic paragraph structure  \*Uses correct email format (with a call for action)  Uses basic sentence structure (S-V Agreement)  Shows enough control of spelling, punctuation and  capitalization |  |  |  |

**\***This criteria must be checked **“Yes”** to be successful at this task.

Total /14

Rating Scale: 0 – 6 Not working at this level yet 10 – 11 Satisfactory

7 – 8 Beginning to work at this level 12 – 14 Good

9 Developing at this level

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| Something to work on for next time: |

TASK ASSESSMENT

Name : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Teacher’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

CLB Competency & Level *CLB 5 - Writing Interacting with Others*

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| Real World Task: Write an email to your child’s friend’s parent requesting a ride to  a soccer game |

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| Part A: \* Overall:  \_\_\_\_\_\_ understood the task and email was appropriate ( Yes - 2)  \_\_\_\_\_\_ understood the task but the email was not clear (Almost - 1)  \_\_\_\_\_\_ did not understand the task (No - 0) |

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| --- | --- | --- | --- |
| Part B: Criteria of the task | Yes (2) | Almost (1) | No (0) |
| \*Conveys the intended message  \*Language and content are appropriate and relevant to the situation (making request)  \*Expresses main ideas and supports them with some  details  \*Uses correct email format (with a call for action)  Uses good sentence structure (S-V Agreement)  Shows enough control of spelling, punctuation and a  range of vocabulary |  |  |  |

**\***This criteria must be checked **“Yes”** to be successful at this task.

Total /14

Rating Scale: 0 – 6 Not working at this level yet 10 – 11 Satisfactory

7 – 8 Beginning to work at this level 12 – 14 Good

9 Developing at this level

|  |
| --- |
| Something to work on for next time: |