
myClass writing marking

Dear myClass students,

We are delighted to introduce our new myClass writing marking system. This system is designed to give you specific feedback and guidance on your writing ability to help you improve and develop this very important skill.

When you attend a myClass writing lesson you will now be able to submit your written answer to final writing task in your lesson up to 7 days after the lesson. Our teachers will mark your work and return it to you within approximately 7 days.

Our teachers will give feedback on your writing in the following ways:

- Teachers will give a short comment on how you have responded to the task, and any important strengths or areas to work on.
- Teachers will correct/re-write some words, phrases or other errors in your writing, for you to see how natural English is used in context.
- Not all of your writing will be corrected. Teachers will indicate small grammatical and vocabulary errors in your writing, to help you identify recurring mistakes in your use of English. Teachers will focus on errors that are useful to identify at your current level of study.
- Teachers will enter grades for your writing in the same way we enter grades for your speaking assessment.

Please note:

- Only students attending a myClass writing lesson may submit writing.
- Submissions will only be accepted if they are based on the final task from a myClass lesson and follow the task guidelines on content and word limit.
- Writing grades are given for your information only. Decisions on moving up a level will still be based on your speaking assessments only.
- Grades are given according to the British Council's writing assessment guidelines, which are available for you to see on your myClass profile page.
- Students may submit one piece of writing for each lesson, and each piece of writing can only be submitted once. Markers will not be available to answer further questions after your writing is returned to you.

If you have any general feedback or comments about the myClass writing assessment submission please contact your Student Advisor team. As this is a new system we thank you in advance for your patience and understanding with any small issues that occur as we work out how best to use this new system.

Many thanks,

The myClass team, Vietnam.

How to submit your work

Please follow the steps outlined below to submit your written work for marking. Submissions that do not follow the guidelines will not be marked.

1. Type your piece of writing using Microsoft Word, in Arial font size 12.
2. Save your work in .doc or .docx format and name the document using the following instruction: Your Full Name_Level. E.g.: **nguyenminhtung_intermediate**
3. Use your registered email to send us your writing as an attachment to myClass.writing@britishcouncil.org.vn
4. Type your full name and level on the Subject bar of your email. E.g.: nguyenminhtung_Intermediate
5. Write the following in the body of the email

Dear Teacher

Please find attached my [Lesson Name] essay from [Your Level] lesson on [Lesson Date].

Thank you,


[Your Full Name]

Marking

After you have submitted your work one of our teachers will mark your writing, give grades, comments and corrections and upload it to your OBS, under 'myProgress', within approximately 7 days. You will also receive an automatic email to let you know when your work has been marked.

Assessments - Upper-intermediate

■ Excellent ■ Good ■ Fair ■ Room to improve

 Download assessment criteria

		Task ach.	Organise	Appropriacy	Range	Accuracy		
1	06.10.2018						7.6	Preston Dukes
<p>Writing a profile - PDF</p> <p>Hi Quan, Thank you for submitting this piece of writing. This is a well structured answer with a good range of discourse markers. It could benefit from a wider range of arguments as you only really make one main point throughout the essay. There is quite a lot of repeated vocabulary, remember for future writings to try to use a wide range of words and phrases to make your point. The essay is generally well organised and easy to follow. Overall your grammar is generally accurate, but there are a few issues with your use of gerunds. Many thanks</p>								