📘 **Title:** *Understanding Writing Assessment: What Every Teacher Should Know*

🔗 **YouTube Link:** https://www.youtube.com/watch?v=zj-hc_cJuIo

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🎯 **Overview**

This British Council webinar offers ELT teachers a comprehensive guide to assessing writing effectively. It explores the key dimensions of writing proficiency, various task types, rubric use, and best practices for providing feedback.

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1. What Is Writing Assessment?

Writing assessment evaluates more than just grammar. It includes:

- **Clarity**

- **Idea development**

- **Structure**

- **Communicative effectiveness**

It aims to assess how well learners express meaning through writing, in both academic and real-life contexts.

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2. Dimensions of Writing Proficiency

Effective writing assessment focuses on four interconnected areas:

1. **Content**
   - Relevance of ideas
   - Development and coherence
   - Support and expansion

2. **Communicative Achievement**
   - Use of appropriate tone and style
   - Addressing the audience correctly
   - Matching purpose and format

3. **Organization**

- o Logical structure

- o Clear paragraphing and cohesion

- o Use of linking devices

4. **Language**

- o Grammatical accuracy

- o Vocabulary range and appropriateness

- o Sentence complexity and control

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3. Task Types for Writing Assessment

A. Controlled Tasks

- Fill-in-the-blanks, sentence transformations

- Focus on accuracy and discrete language points

- Suitable for early or remedial stages

B. Guided Tasks

- Prompts, outlines, or visual stimuli

- Focus on idea organization and coherence

- Useful for scaffolding students' writing

C. Free Writing Tasks

- Essays, articles, letters, reports, creative writing

- Allow for full expression of writing ability

- Best for assessing higher-level writing

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4. Designing Clear and Fair Writing Tasks

- **Align task types** with the assessment objective

- Clearly specify:

- o **Audience** and **purpose**

- o **Format** and **length**

- o **Time limits** and **criteria**

- Ensure tasks are **accessible** and appropriate for learners' levels

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5. Marking and Feedback Principles

- Use **analytic rubrics** to break writing into assessable components

- Provide **formative feedback** that's:

    - o Positive

    - o Specific

    - o Actionable

- Encourage **self- and peer-assessment** using simplified rubrics

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6. Importance of Rubrics

- Promote **consistency** and **objectivity**

- Clarify expectations for students

- Help teachers **standardize scoring**

- Use **sample scripts** to train and calibrate assessors

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7. Integrating Technology

- Use tools (e.g., Google Docs, online dictionaries, spellcheckers) for:

    - o Drafting

    - o Editing

    - o Collaboration

- Avoid relying on tech for final judgment—teacher insight remains essential

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🧠 **Summary Table**

Aspect	What to Assess
Content	Relevance, idea development, support
Communicative Achievement	Appropriate tone, format, and audience alignment
Organization	Clear structure, paragraphing, logical flow
Language	Grammar, vocabulary range, sentence control
Task Types	Controlled, guided, and free-writing tasks
Feedback Approach	Analytic rubrics, clear and balanced formative feedback
Rubric Use	Transparent criteria, consistency through training
Technology Use	For writing support (not replacement of evaluation)

✅ **Actionable Takeaways for Teachers**

1. **Clarify your assessment goal** (accuracy, fluency, genre awareness, etc.)

2. **Choose appropriate task types** based on learner level and purpose

3. **Create fair and transparent rubrics**—share them with learners

4. **Provide useful feedback**—balance strengths and weaknesses

5. **Use technology to support, not dominate, the assessment process**