



Subscale	Mark (1-5)	Commentary
Content	3	<p>All the content is relevant to the task. However, I would be more explicit in stating why you gave each piece of advice.</p> <p>You address what to do and where to go, but perhaps you could give some suggestions of when Chris should do these activities.</p> <p>You could have replied to Chris' comment about his new job at the beginning.</p> <p>Make sure you write your letter to the same person who write to you.</p> <p>Finally, make sure you write a closing sentence and an appropriate ending, e.g.: "See you soon, Paola".</p>
Communicative Achievement	3	<p>The conventions of an informal letter have been used to communicate your ideas (you've never been to Bologna...; I think you will...; you must also...)</p> <p>The advice given is quite easy to understand, but it lacks strong justification and persuasion. Why should Chris visit these places?</p>



Organisation	2	<p>The paragraphs have been clearly separated. However, there is no clear linking between the main points or paragraph. Why does your second paragraph lead to your third paragraph for example. Giving reasons why Chris should follow your advice will help with this.</p> <p>The first paragraph could address Chris' letter more directly rather than giving the first piece of advice.</p> <p>There are no concluding comments and the typical conventions used to finish a letter are absent.</p>
Language	2	<p>There is not a vast amount of complex grammatical structures used. More of these would show greater competence with the language.</p> <p>The language used is fairly neutral and the use of more informal expressions would be more engaging and appropriate for the task.</p> <p>There are some errors in the writing which impede communication at times.</p> <p>It would be good to see some less common words and expressions used.</p>