

Transactional Writing 1 Revision

Your family has won an adventure holiday, watching animals in the wild. You are allowed to invite one of your friends.

Write a letter to your friend to explain about the holiday and to try to persuade her/him to come with you.

Take special care with handwriting, spelling and punctuation.

You should plan your writing on this page and write your response on the next page. If you look at the mark-scheme on page 3 it will give you some ideas as to what the marker is looking for.

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Transactional Writing 1

Strengths and Targets

Content and Organisation

- shows clear understanding of the purpose and format of the task
- shows sophisticated understanding of the purpose and format of the task
- shows clear awareness of the reader / intended audience
- shows sustained awareness of the reader / intended audience
- clear sense of purpose shown in analysis/comment; appropriate reasons given in support of opinions/recommendations
- analysis/comment is well-judged, detailed, and pertinent
- analysis/comment is shaped to support a clearly expressed viewpoint or recommendation
- analysis/comment is convincingly developed and supported by relevant detail
- ideas are shaped into coherent arguments
- analysis/comment is selected and prioritised to construct sophisticated argument
- paragraphs or sections are used consciously to structure the writing
- paragraphs are effectively varied in length and structure to control progression
- style is adapted to purpose / audience
- confident and sophisticated use of a range of stylistic devices adapted to purpose / audience
- there is a range of vocabulary selected to convey precise meaning or to create effect
- a wide range of appropriate, ambitious vocabulary is used to create effect or convey precise meaning

Sentence structure, spelling and punctuation

- a range of grammatical structures is used to vary the length and focus of sentences
- there is appropriate and effective variation of sentence structures
- simple, compound and complex sentences are used to achieve particular effects
- there is a sophisticated use of simple, compound and complex sentences to achieve particular effects
- a range of punctuation is used accurately to structure sentences and texts, sometimes to create deliberate effects, including parenthetical commas
- accurate punctuation is used to vary pace, clarify meaning, avoid ambiguity and create deliberate effects
- most spelling, including that of irregular words, is usually correct
- virtually all spelling, including that of complex irregular words, is correct
- control of tense and agreement is secure
- tense changes are used confidently and purposefully

Key

✓ = Strength

T = Target

E = Some Evidence