

6SSEL045 – Language Origins Assignment 1 – Summary or Abstract – specific marking criteria

- **Breadth:** the topic you choose to summarise should be described comprehensively; you should ensure the key features of the topic are listed but not covered in depth.
- **Structure:** your summary should define the topic, discuss the key features or key uses of the topic, and give a single concluding sentence.
- **Clarity:** your summary should be simple to read and understand without being simplistic.
- **Standardisation:** your summary needs to follow a standard format for a summary/abstract. This standard format is set out in detail in a separate document.
- **Referencing:** you should use references sparingly. Your reference list should contain between three and seven items, one of which should be your key text.

Level	Breadth	Structure	Clarity	Standardisation	Referencing
A++ 90-100	The summary/abstract is comprehensive and highly relevant, and it describes the topic fully and accurately.	The structure is intuitive and guides the reader through the summary/abstract seamlessly. A pleasure to read.	The summary/abstract is written in clear and simple language which allows non-experts to understand the topic, and which generates interest in it.	The summary/abstract uses a recognisable standard format which makes it easy to follow and understand. The way you use this format enhances readability.	Complete Harvard (or similar) referencing used. Sources are relevant, authoritative, and well-selected for relevance to the summary/abstract.
A+ 80-89	The summary/abstract is coherent and informative. The key features of the topic are given.	The summary/abstract is organised very effectively, with well-ordered topic coverage. Paragraphing, punctuation and lexis are correct.	The summary/abstract is written in clear and simple language which allows non-experts to understand the topic.	The summary/abstract uses a recognisable standard format which makes it easy to follow and understand.	Referencing is complete, sufficient and correct. Sources are authoritative and sufficient.
A 70-79	The summary/abstract is mostly complete, clear and unambiguous. The topic coverage is coherent and described in sufficient detail.	The summary/abstract is well-ordered and easy to follow. The topic is described coherently.	The summary/abstract is clear and simple, but it includes some rather technical descriptions. Non-experts may have problems with these.	The summary/abstract mostly uses a recognisable standard format which makes it easy to follow and understand.	Referencing is complete, sufficient and correct.
B 60-69	Sufficient information is given to show that you have read well and understood the topic you are summarising.	Presentation is mostly effective and reader-aware, but some areas could be improved.	The summary/abstract is clear and simple, but it is directed mainly at experts in the topic. Non-experts may need further information to understand.	Your format is recognisably standard, and your implementation is sufficient.	Referencing is complete and sufficient but contains some minor errors.
C 50-59	The summary/abstract is sufficient, but EITHER the text does not cohere well OR key features are under-described.	Presentation is good, but there is only occasional awareness that the summary/abstract has a reader.	The summary/abstract is mostly clear and simple, but it is directed at experts in the topic. Non-experts will need further information to understand.	There is a recognisable standard format used, although the implementation is not as effective as it could be.	Referencing is mostly complete and sufficient, although with errors.
D 40-49	There is room for improvement in the breadth of coverage of the topic; it is barely adequate.	Adequate presentation, but information could have been presented in a better order.	The summary/abstract is in parts clear and simple, but the relationship to the topic is not always obvious. Non-experts are not catered for.	You seem to be using a workable format, although it is unclear which standard you are following.	Referencing is complete but there are too few or too many. Sources used are adequate.
F 33-39	There is only a limited indication that the student understands the topic they are summarising.	There are issues with the organisation of the summary/abstract, creating discontinuities in the presentation of information.	The summary/abstract is complex and unclear. Even experts in the topic may have difficulty understanding it.	Your format is non-standard and does not really work, although it is clear you are trying to keep to a standard.	Referencing is incomplete or insufficient or excessive. Sources used are not ideal.
FF 0-32	Explanations are ineffective or missing. The summary/abstract has missed the point of the topic.	Serious organisational problems which make it difficult or impossible to understand the summary/abstract.	The summary/abstract is opaque.	No identifiable standard followed.	Referencing is incomplete and insufficient or excessive. Sources used are inadequate.