		Level 3	*To improve my writing I need to:*	**Level 4**
	AF5 - Sentences	Most of my sentences have a simple structure	• use simple, compound and complex sentences.	I try to vary the length and structure of my sentences
		The connectives I use are mainly and, but and so.	• use subordinating connectives like *if, when, because, as.*	I use subordinating connectives like *if, when, because, as.*
		I can sometimes use different tenses - like the past and the present.	• use different verb tenses.	My use of different verb tenses is mostly accurate
	AF6 - Punctuation	I usually start my sentences with a capital letter and end with .?!	• have capital letter and .?! for every sentence.	I always start my sentences with a capital letter and end with .?!
		I make some use of speech punctuation	• use speech punctuation accurately	I usually use speech marks accurately and some other speech punctuation.
		I still sometimes join simple sentences with a comma when it should be a full stop.	• use commas to separate items in a list • use commas to mark clauses in a sentence	I use commas accurately in lists and sometimes to mark clauses, although I make some mistakes here.
	AF3 - Organisation of whole text	In most of my writing I try to group together similar ideas and try to organise them in a logical order.	• group similar ideas into the same paragraph	In different kinds of writing I can group together ideas linked by time or by topic.
		I try to write clear introductions and conclusions	• write clear openings and endings	I always use clear introductions and conclusions
		I try a bit to organise my ideas in a logical order	• organise my ideas into a logical order	My ideas are usually organised in a logical order but the direction of my writing might not always be clear.
	AF4 - Paragraphs	In most of my writing I am able to divide up my work into paragraphs, although this may not be controlled.	• to make paragraph divisions clear	I use paragraphs to organise my writing. Each paragraph contains a main topic or idea that I then try to expand.
		Within paragraphs I make some attempt to link sentences	• use connectives to link sentences within paragraphs e.g. also, for example, therefore	I try to link my sentences within a paragraph but may overuse words like *also, and.*
		I try to make links between paragraphs but these might not be clear.	• use connectives to link ideas between paragraphs e.g. firstly, next, finally	I usually manage to make simple links between paragraphs e.g. by using time connectives (*first, next, finally*) and connectives to add information (*as well as, furthermore, in addition*).
	AF1 - Imaginative, interesting, thoughtful	Some of what I write is appropriate and relevant	• make sure what I write is appropriate	All of what I write is appropriate and relevant
		In most of my writing I attempt to expand basic ideas and information e.g. nouns expanded by simple adjectives.	• use expanded noun phrases e.g. *The huge creature with sharp horns...* • use adverbial phrases e.g. *Last week I was...*	Some of my ideas are developed in detail to create reader interest e.g. descriptions include adverbial and expanded noun phrases.
		I attempt to maintain a viewpoint e.g. *I am against school uniform.*	• choose and maintain an appropriate viewpoint or "voice" that suits the task.	I can write in role or maintain a consistent and straightforward viewpoint.
	AF2 - Appropriate for job and reader	In most of my writing I establish its purpose e.g. a letter to inform, a leaflet to persuade	• work out whether you are being asked to argue, persuade, inform, narrate etc.	Across a range of writing the main purpose of my writing is clear but not always consistently maintained.
		I use some features of the selected form e.g. a greeting in a letter; newspaper headline	• use appropriate features to match the purpose	The main features of the selected form are clear and match purpose.
		I make some attempt to establish an appropriate style e.g. rhetorical questions in persuasive writing	• use appropriate style to match the purpose - eg formal or informal	My style of writing is generally appropriate to the task.
	AF7 Vocabulary	I use simple vocabulary that is usually appropriate	• use a thesaurus to help me choose words.	I sometimes choose words for particular effect
		I sometimes choose words that are special for what I am writing about	• use a list of topic words to include in my writing.	I include special words needed for the topic I am writing about.

Name: Date:

To be a 3b or 4b writer you need all the skills in four out of these six sections.

To be a 3a or 4a writer you need all these skills + some at the next level

To be a 3c or 4c writer you need all the skills in four out of these six sections + some skills in other sections.