

IELTS Writing Evaluation Report



Order ID: #61182

Name of Candidate: Gokulraj R.

Date: 18-05-2020

Examiner Code: RTA/AP/22

Band Scores		
Descriptor	Task 1	Task 2
Task Achievement	7	7
Coherence & Cohesion	6	6
Lexical Resource	7	6
Grammatical Range Accuracy	6	6
Overall	6.5	6.0

FINAL SCORE: 6.0

*May fall to 6.

Task 1

Task Achievement
Covers the requirements of the task. Clearly presents and highlights features/bullet points but could be more fully extended.
Coherence and Cohesion
Arranges information and ideas coherently and there is a clear overall progression. Uses cohesive devices effectively, but cohesion within and/or between sentences may be faulty or mechanical. May not always use referencing clearly or appropriately
Lexical Resource
Uses a sufficient range of vocabulary to allow some flexibility and precision. Uses less common lexical items with some awareness of style and collocation. May produce occasional errors in word choice, spelling and/or word formation.
Grammatical Range and Accuracy
Uses a mix of simple and complex sentence forms. Makes some errors in grammar and punctuation but they rarely reduce communication.

Task 2

Task Achievement
Addresses all parts of the task. Presents a clear position throughout the response. Presents, extends and supports main ideas, but there may be a tendency to over generalise and/or supporting ideas may lack focus.
Coherence and Cohesion
Arranges information and ideas coherently and there is a clear overall progression. Uses cohesive devices effectively, but cohesion within and/or between sentences may be faulty or mechanical. May not always use referencing clearly or appropriately. Uses paragraphing, but not always logically.
Lexical Resource
Uses an adequate range of vocabulary for the task. Attempts to use less common vocabulary but with some inaccuracy. Makes some errors in spelling and/or word formation, but they do not impede communication.
Grammatical Range and Accuracy
Uses a mix of simple and complex sentence forms. Makes some errors in grammar and punctuation but they rarely reduce communication.

WRITING TASK 1

You should spend about 20 minutes on this task. Write about the following topic:

There have been several complaints about the reception area where visitors to your company arrive. Your manager has asked you to suggest how the reception area could be improved.

Write a letter to your manager. In your letter

- ***describe the complaints that have been made***
- ***say why the reception area is important***
- ***suggest how the reception area could be improved***

Write at least 150 words.

You do not need to write any addresses.

Begin your letter as follows:

Dear.....,

IELTS Writing Answer Sheet – TASK 1

Candidate Name: _____

Centre Number: _____ Candidate Number: _____

Module (shade one box): Academic General Training

Test date: DD MM YY

TASK 1

Dear John,

I am writing this letter to point out some complaints made by our customers ^{regarding the reception area} and ^{some solutions} to ~~overcome~~ ^{resolve} these complaints ^{possible}.

The most common complaint made by almost every visitors was ^{that} they were not able to communicate properly with the receptionist because of the language barrier. ^{as} since he is not fluent in English. Secondly, they mentioned ^{that} the reception ^{area} ~~sector~~ ^{looks} quite unpleasant ^{due to} with contrasting colours in the background.

In my opinion, the reception ~~is~~ ^{what} attracts ^{new} the customers, as, ^{this} it is where the first impression is ^{being} made. Therefore, I suggest that

we should consider ~~for~~ some renovations.

^{the receptionist wish} To begin with, we should either replace a person who is fluent in English or ^{send} ~~send~~ the present one ^{to} ~~to~~ a short course ^{on} ~~on~~ spoken English. ^{and} we should ^{change} ~~replace~~ the colours ^{of the wall behind the receptionist} and place a small aquarium ^{to make} ~~for~~ the pleasant environment ^{area more pleasant}.

^{development} These are some of my ideas for the ~~development~~ of the company. Kindly look into it and take necessary action as soon as possible.

Thanking you,
Yours Sincerely, ^{sincerely}
GROKUL B.T.P.

In the first paragraph, you must reveal that the complaints have been regarding the reception area of the office.

Some solutions to overcome – this is incomplete. to overcome what? Also, the word “resolve” is used for solving complaints.

some complaints, some solutions – “some” is repetitive and can easily be replaced by “possible”

...as he is not fluent in English. Here, “was” cannot be used as the receptionist is still not fluent in English. It is fact and to express facts only present tense is used.

reception sector – sector is wrong here. office can have sections but not sectors.

“looks quite unpleasant” is better than “is quite unpleasant” because the former expression is more precise. But they both are grammatically correct.

You mention renovations as the key solution but in the next paragraph you don’t suggest any major renovation work except repainting a wall. Other solutions you suggested cannot be considered as renovation.

Grammatical errors are quite significant and they also disrupt the CC of your answer. You need to mainly work on your grammar.

WRITING TASK 2

You should write at least 250 words.

You should spend about 40 minutes on this task.

Some people say it is important to keep your home and your workplace tidy, with everything organised and in the correct place.

What is your opinion about this?

Give reasons for your answers and include any relevant examples from your own knowledge or experience.

IELTS Writing Answer Sheet – TASK 2

Candidate Name: _____
 Centre Number: [][][][][] Candidate Number: [][][][][][]
 Module (shade one box): Academic General Training
 Test date: [][] [][] [][][][] [][][][]
 D D M M Y Y Y Y

TASK 2

In general, people believe that it is necessary to keep our workplace and home neat and clean, and also organized in the suitable place. (neat, clean and organized)

To begin with, the workplace should have the documents and files organized in a sequential order, so that because it is easy to find it at the time of need. For example, in an insurance company, if the customers confidential documents are not kept in order manner, as a result, it may lead to misplacement of some important files. This declines the reputation and credibility of the company. Secondly, some people suggests, to keep our workplace neat and tidy, in order to being a comfort and pleasant environment. Additionally, it increases the productivity in a professional increases.

In addition to the work environment, [why blank] our home should also be tidy, because children contract a number of infections from an untidy environment. To elaborate, common flu is a condition that often affects the children, when they are in contact with some untidy floors. However, with the advent of antibiotics and antiseptic floor cleaners, this can be significantly minimized. Finally, the household products should be organized, in order to make them easy to find. The best example would be is the kitchen amenities, which are confusing. Looking is a quick and consecutive process, therefore, if the products are organized in the sequence, it would reflect in the outcome of the dish.

To conclude, being tidy and organized can remarkably make life better, both at workplace and at home. So, it must be followed to make our lives peaceful, productive and devoid of any infections to live a healthy life.

You can simplify the first sentence. ...keep our workplace and home neat, clean and organised.

also organised in the suitable place do not yield any meaning. you can say keep things at correct places.

what do you mean by high priority files? if any file is lost, it will create problems for the company.

A misplaced file can be found but not a lost one. I think you are talking about lost files.

in order to – grammatically correct but these days it is not used so much as 'to' conveys the same meaning and is much shorter.

comfort cannot be categorised as singular or plural, so 'a' cannot be used.

productivity of profession cannot be increased. so say 'professional'.

when children are in contact becomes repetitive. so you can say "play on dirty floor"

There is no antibiotic that can be used as a floor cleaner. Antibiotics are medicines that is given to people. They are never used to clean floors. This is serious mistake from LR point of view.

The best example.....This sentence is not at all clear. The sentence is

too confusing. kitchen amenities, final dish – how are these related. I think this sentence is not written properly and therefore no meaning is coming out of it. This is disrupting CC and also negatively affecting TR.

Please read this article to understand how while is used in a sentence - <https://dictionary.cambridge.org/grammar/british-grammar/as-when-or-while>