Checklist to improve your writing: C1 Advanced

Remember how the Writing paper is assessed
Cambridge English examiners consider four things when marking the Writing paper:

| Content | ✓ You have done what the task asked you to do. You have included all the important information. |
|         | ✗ You did not include everything you were asked for. Perhaps you have written something irrelevant or misinterpreted the task. |
|         |  |
| Communicative Achievement | ✓ The writing is appropriate for the task. You used the right style for what you’re trying to communicate. |
|                               | ✗ The writing isn’t suitable for the task – for example, it might be too formal or too informal. |
|         |  |
| Organisation | ✓ The writing is put together well. It is logical and ordered. The ideas are clearly connected. |
|                               | ✗ It is difficult for the reader to follow. For example, the paragraphing is poor, there aren’t many linking words, the ideas aren’t organised logically, etc. |
|         |  |
| Language | ✓ There is a good range of vocabulary and grammar, and these are used accurately. Even if there are some mistakes, the reader can still understand the text. |
|                               | ✗ There are mistakes that could make the text difficult or confusing for the reader. |

How can I check and improve my own writing?
You can use this checklist to review your work and decide if you want to edit what you've written. For a good piece of writing at C1 Advanced level, you should be able to answer 'yes' to every question in this list.

Top tip!
Find a 'study buddy' and use this checklist to help each other. Feedback and support from other learners can be very useful in improving your writing skills.

Content
☐ Have I covered all the key information required by the task?
☐ Have I written only information which is relevant to the task?
☐ Have I developed the basic points in the task with my own ideas?

Communicative Achievement
☐ Have I achieved the main purpose(s) of the text (for example, explaining, persuading, suggesting, apologising, comparing, etc.)?
Have I used a suitable mix of fact and opinion?

Have I used a suitable style and register (formal or informal) for the task?

### Organisation
- Have I used paragraphs appropriately to organise my ideas?
- Have I used other organisational features appropriately for the genre of the text (for example, titles, headings, openings, closings, etc.)?
- Is the connection between my ideas clear and easy for the reader to follow? (For example, have I used appropriate linking words, pronouns, etc. to refer to different things within the text?)
- Are the ideas balanced appropriately, with suitable attention and space given to each one?

### Language
- Have I used a wide range of vocabulary?
- Have I avoided repeating the same words and phrases?
- Have I used a range of simple and more complex grammatical structures?
- Have I correctly used any common phrases which are relevant to the specific task or topic?
- Is my use of grammar accurate?
- Is my spelling accurate?

**Top tip!**

You can do practice activities and get immediate feedback on your writing at writeandimprove.com.