



## Checklist to improve your writing: C1 Advanced

### Remember how the Writing paper is assessed

Four criteria are considered when the Writing paper is marked:

<b>Content</b>
✓ 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.
<b>Communicative Achievement</b>
✓ 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.
<b>Organisation</b>
✓ 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.
<b>Language</b>
✓ 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](https://www.writeandimprove.com)



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