

Question is level marked. The answer is looked at as a whole and the best fit is taken using the grid below.

Note that to get into Level 2, annotations are required. The annotations need to explain how the improvements made will help the job role do their element of the job.

<p>Level 3 (high) 7– 9 marks</p> <p>A comprehensive document which shows detailed understanding:</p> <ul style="list-style-type: none">• A range of suggested improvements are included.• Improvements cover a range of components• Conventions are consistently and effectively applied• Most annotations show detailed knowledge and understanding of the suitability of the document to meet the job role's requirements.
<p>Level 2 (mid) 4 – 6 marks</p> <p>An adequate document which shows sound understanding:</p> <ul style="list-style-type: none">• Some suggested improvements are identified.• Improvements cover some components• Conventions are adequately applied• Some annotations show sound knowledge and/or understanding of the suitability of the document to meet the job role's requirements.
<p>Level 1 (low) 1 – 3 marks</p> <p>A basic document which shows limited understanding:</p> <ul style="list-style-type: none">• Few suggested improvements are identified.• Improvements cover few components• Conventions are applied in a limited way• Annotations, if present, show limited knowledge and/or understanding of the suitability of the document to meet the job role's requirements.
<p>0 marks</p> <p>Response is not worthy of credit</p>