

# Libris

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Respect pentru oameni și cărți

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# PREPARE YOURSELF FOR THE BAC EXAM

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## EVALUATION CRITERIA

Every piece of writing for an exam is accompanied by a set of rules that have to be respected and a number of points granted accordingly. Before starting to tackle a particular task, students should be aware of the way their work is to be assessed so that they can organise it for the highest level possible, not forgetting their potential at the same time.

There are a number of various written tasks expected to be performed by a high school graduate. The most frequent are: emails, narratives, informal and formal letters, articles, essays. Each of them has a particular structure that must be followed as such, so that the piece can send the right message to the reader, which is actually the aim of writing it in the first place. According to their length and level of the difficulty, some may fit into the A2 scale (the equivalent of an intermediate level = a maximum of 60 points), such as emails, informal letters and narratives, while others aim at B2 (the equivalent of an experienced user = a maximum of 100 points).

Here is the marking scheme for the A1-A2 scale used for the Bacalaureate exam:

### Subiectul I

40 de puncte

<b>Conținut (20 de puncte)</b>	scrie un text adecvat situației/ tipului de text propus	4 puncte
	respectă limita legată de numărul de cuvinte indicat	4 puncte
	scrie enunțuri simple pe tema propusă	4 puncte
	exprimă în fraze scurte ceea ce simte	4 puncte
	explică pe scurt acțiunile prezentate/ descrie	4 puncte
<b>Organizarea textului (10 puncte)</b>	ordonează corect cuvintele în enunțuri simple	5 puncte
	leagă enunțuri scurte prin conectorii cel mai des folosiți, producând un text simplu și coerent	5 puncte
<b>Corectitudine gramaticală (5 puncte)</b>	folosește relativ corect structuri sintactice și forme gramaticale simple, fără a afecta sensul global al mesajului	
<b>Vocabular (5 puncte)</b>	folosește corect un repertoriu elementar de cuvinte și expresii adecvate temei propuse	

<b>Conținut (30 de puncte)</b>	scrie un text adecvat situației / tipului de text propus	10 puncte
	respectă limita legată de numărul de cuvinte indicat	10 puncte
	argumentează opiniile prezentate	10 puncte
<b>Organizarea textului (10 puncte)</b>	utilizează o gamă variată de conectori pentru a evidenția relațiile dintre idei	5 puncte
	folosește corect paragrafele	5 puncte
<b>Corectitudine gramaticală (10 puncte)</b>	folosește corect structurile gramaticale	5 puncte
	folosește o gamă variată de structuri gramaticale	5 puncte
<b>Vocabular (10 puncte)</b>	folosește vocabularul în mod corect	5 puncte
	folosește un vocabular variat și adecvat temei	5 puncte

Nivelul de competență se va acorda în funcție de punctajul obținut, după cum urmează:

A1: 11 - 30 de puncte

B1: 61 - 80 de puncte

A2: 31 - 60 de puncte

B2: 81 - 100 de puncte



## 1. EMAIL

You recently borrowed your best friend's DVD player. Unfortunately it has been broken. Write to him an email of 80-100 words explaining what happened and suggesting ways to make up for your mistake.

## → STEP 1

► **Pay attention to the format of an email:**

- Use a specific way to write the sender's and the recipient's addresses:

**TO:** (the email of the person to whom the email is addressed)

**FROM:** (the address of the person who writes the email)

**SUBJECT:** (what the email is about)

- It usually starts with *Dear...*, (the recipient's first name) separated by the rest of the text, but you can also use any other familiar greeting depending on the relationship you have with the recipient: *Hi!, Hello!, My dear...* ;
- All the paragraphs start from the left side of the page because emails are a fast way of writing messages on computer requiring the least typing effort;
- The **introduction** should always include the reason for writing;
- The **conclusion** should always include closing greetings;
- Separated from the main body of the text, at the end we should include a greeting such as *With love, Hugs, Cheers...*, followed by your first name;
- Informal register.

## → STEP 2

► **Identify the keywords and what you are expected to write:**

- *recently borrowed; it has been broken* = you should include a short explanation of the circumstances in which the DVD player was damaged;
- *best friend* = a highly familiar tone;
- *explaining what happened* = details of the location and the period of time involved;
- *suggesting ways* = apologies and promises of making things right.

## → STEP 3

- **Use connectors to make your ideas easy to follow:** *because, firstly, so, that's why, if, contrary to, in the end.*
- **Use paragraphs to organise your explanations.**
- **Use varied grammatical structures so that your language makes a good impression upon the reader.**
- **Use vocabulary related to technology, giving explanations and apologising.**



# SUGGESTED ANSWER:

HELP PARAGRAPHS	MODEL EMAIL	HELP GRAMMAR
Addresses:	<b>To:</b> jane...@yahoo.com <b>From:</b> doreen...@yahoo.com <b>Subject:</b> sincere apologies	
Greeting	My dear Jane,	
Reason for writing	I'm writing to tell you how sorry I am that I've broken the DVD player that you lent me last week!	<u>Connectors for organising ideas and events</u>
Factual details	It <b>must have been</b> my baby brother who tried to watch some cartoons when I was not at home. I <b>shouldn't have</b> let the DVD player within his reach!	<b>Modal verbs</b>
Expressing regret		
Offer of reparation	I have already talked to my uncle who is an engineer and he <u>promised to</u> take care of it, but it <b>may take</b> some time. Please, <u>rest assured that</u> you'll have it back alright, or I'll buy you another one.	
Closing greetings and apologies	Kisses and apologies, Doreen	