ACTFL Writing Proficiency Guideline Levels: Intermediate High to Advanced Low

Progression of Sample Writing Tasks Across Level 4: create loosely connected texts about personal topics and common events; write compositions and simple summaries; narrate and describe events in different time frames; combine and link sentences into texts of paragraph length and structure; incorporate a limited number of cohesive devices

Level 4	**Emerging** **1**	**Developing** **2**	**Competent** **3**	**Surpassing** **4**
Mastery of writing task	Is unable to complete most of the writing task.	Completes most of the writing task.	Completes the writing task.	Goes beyond the writing task and includes additional items and/or ideas.
Mechanics (spelling, capitalization, etc.)	Cannot use capital letters or punctuation correctly. Many errors with spelling and accents.	Sometimes uses capital letters and punctuation correctly. Some errors with spelling and accents.	Uses capital letters and punctuation correctly most of the time. Occasional errors with spelling and accents.	Consistently uses capital letters and punctuation correctly. Few if any errors with spelling and accents.
Vocabulary Use	Uses a small variety of predictable vocabulary words. Frequent errors in word choice affect the meaning of the text.	Uses a moderate variety of vocabulary words. Occasional errors in word choice affect the meaning of the text.	Uses many varied vocabulary words; some use of difficult words or synonyms. Few if any errors in word choice.	Shows command of vocabulary; uses difficult words and synonyms effectively. Word choice enhances the text.
Grammar	Many errors with language control such as subject-verb agreement, adjective use, and tense usage and formation.	Some errors with language control such as subject-verb agreement, adjective use, and tense usage and formation.	Occasional errors with language control such as subject-verb agreement, adjective use, and tense usage and formation.	Few if any errors with language control such as subject-verb agreement, adjective use, and tense usage and formation.
Ideas	Ideas do not show original thought or creativity. Copies from model with little or no change.	Ideas show some original thought and creativity with little to no elaboration on the ideas and topics presented.	Ideas show some original thought and creativity; some attempt is made to elaborate on the ideas and topics presented.	Elaborates on the ideas and topics presented with original thoughts and a good degree of creativity.

20= 100%	19= 95%	18=93%	17=90%	16=87%	15=84%	14=81%	13=78%
12=75%	11=72%	10=68%	9=65%	8=62%	7=60%	6=58%	5=55%