

Scoring Reading: (refer to pp. 27-30 in the manual)

- Yes/No questions are graded in pairs as a set

1 point	Both correct
0 points	One or both incorrect

- Multiple Choice questions are graded individually
- “One-fact” questions are graded individually
 - If one or more of the key words is included **without** contradiction, the answer is correct
 - If more than one answer appears and **contradicts** the correct answer, the answer is incorrect
 - See pp. 107-109 for form-specific full inventories of acceptable key words

Scoring Writing: (refer to pp. 31-81 in the manual)

- Form/table tasks (pp. 31-40)

2 points	All blanks filled correctly*
1 point	At least one blank filled correctly
0 points	No blanks filled correctly

*Correctly = comprehensible, legible, functional, appropriate

- Sentence completion tasks (pp. 41-54)

2 points	Comprehensible*, appropriate**, and complete
1 point	Partially comprehensible, appropriate, and complete
0 points	Not comprehensible/legible, appropriate, or complete

*Inaccuracy of content or grammar should not be penalized if the overall writing is understandable

**Copying words or phrases from the text or question is allowable

Scoring Writing: (refer to pp. 31-81 in the manual)

- Extended Writing tasks (pp. 55-81)

3 points	Comprehensible, fulfills task content and length requirement, good elaboration*
2 points	Generally comprehensible, partially fulfills task content and length requirements, attempted but incomplete elaboration
1 point	Difficult to comprehend, barely fulfills task content and length requirements or misinterprets task, minimal elaboration
0 points	Incomprehensible, off-topic/task, does not fulfill length requirements, no or unsuccessful elaboration

*Use of complex sentences aids in attaining this score but is not a necessary component

Calculating Raw and Scale Scores (refer to pp. 82-84, 110-115 in the manual)

1. Add up the reading and writing raw scores, respectively, for each part
2. Write the part totals into the table at the top of the score sheet: reading in row 1, writing in row 2
3. Add row 1 and row 2 respectively to get the raw score totals
4. Convert the reading and writing raw scores into their respective scale scores using the appropriate form conversion table (pp. 110-114)
5. Add the two scale scores together and divide by two to get a composite scale score. If the result ends in .5, round up.
6. Convert the reading, writing, and composite scores each to their own NRS level, using the table on pp. 115