Tutor Tracking Document – Level 3

LEVEL	**3**	**AWARD**	**SPEAKING AND LISTENING**												
CENTRE		**CANDIDATE NAME**													
TUTOR / ASSESSOR NAME															
IM / IV SIGNATURE															
Tick for candidates sampled by the Internal Moderator															
EXTERNAL MODERATOR SIGNATURE		**MARKS ACHIEVED** Please indicate in the shaded area if this is the candidate's 1st, 2nd or 3rd attempt													
SPEAKING															
Presentation on a topic of candidate's choice. **Marking Grids 1, 2, 3, 4 (Pass Mark 20/40)**															
LISTENING															
Answering general or specific questions in English (up to 5 questions) **Marking Grids 2, 5 (Pass Mark 10/20)**															
Writing a summary and identifying a certain number of main points in English. **Marking Grids 2, 4, 5 (Pass Mark 15/30)**															
Exchanging Opinions															
Type of evidence (e.g. role play, discussion) **Marking Grids 1, 2, 3, 4 (Pass Mark 20/40)**															

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LEVEL 3	AWARD	READING AND WRITING												
CENTRE NAME **TUTOR / ASSESSOR NAME** **IM / IV SIGNATURE**	**CANDIDATE NAME**													
Tick for candidates sampled by the Internal Moderator														
EXTERNAL MODERATOR SIGNATURE	**MARKS ACHIEVED** Please indicate in the shaded area if this is the candidate's 1st, 2nd or 3rd attempt													
READING														
Answering general or specific questions in English (up to 5 questions) **Marking Grids 2, 5 (Pass Mark 10/20)**														
Writing a summary and identifying a certain number of main points in English **Marking Grids 2, 4, 5 (Pass Mark 15/30)**														
WRITING														
Piece of writing on a topic of candidate's choice **Marking Grids 1, 3, 4 (Pass Mark 15/30)**														
READING/WRITTEN RESPONSE														
Summary of material presented in the target language **Marking Grids 1, 2 (Pass Mark 10/20)**														
Letter in response to material in the target language **Marking Grids 1, 2 (Pass Mark 10/20)**														
Report on material presented in the target language **OR** a piece of original writing in response to a target language brief **Marking Grids 1, 2, 4 (Pass Mark 15/30)**														