

***IELTS Academic:
Writing Task 1
Checklist to success***

1

TASK ACHIEVEMENT

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Is my overview clear & effective? 



This is probably the most important part of your Academic Task 1 response because it shows the examiner that you can identify the most important information, trends and comparisons from the graph or chart given to you.

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You should not give your opinion, you should not introduce your own knowledge and you should not analyse the data.

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Have I used the data accurately and appropriately?

It's important that you make sure that the information you include is factually accurate.

2

COHERENCE & COHESION

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Is my report organised & easy to read? 



It is important that the examiner can easily read and understand your report.

This means that your report must be clearly paragraphed and the information organised must be structured.

If you struggle to understand the information in your report, the examiner will, too.

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Try to use cohesive devices (or linking words) naturally. This means using them in an appropriate context and conveying them with accurate spelling, grammar and punctuation.

Do I reference effectively throughout my report?

When you refer to categories or data that you have already mentioned, it must be absolutely clear what you are referring to.

3

LEXICAL RESOURCE

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Is my range of vocabulary wide enough to complete the task? 



The examiner will not look at your report and award you marks for 'Band 9 vocabulary' because it does not exist.

The most important thing is that you complete the task and report the data clearly. Vocabulary is a tool which allows you to do this.



Is my range of vocabulary wide enough to complete the task? 




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Is the meaning of my vocabulary accurate?





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Accuracy:

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Is my spelling accurate?



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Accuracy:

Is the meaning of my vocabulary accurate?

Is my spelling accurate?

Are my collocations accurate?



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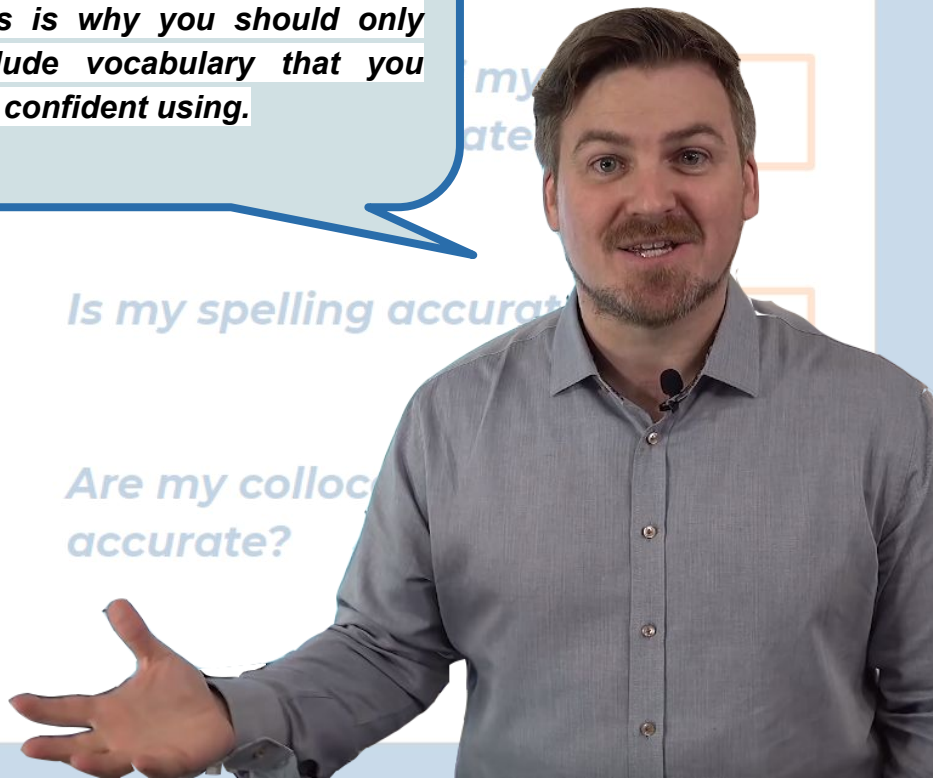
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Remember: You will never be marked down for not using a specific word in the writing test. You WILL be marked down if you misspell a word that you didn't learn properly in the first place.



4

GRAMMATICAL RANGE & ACCURACY

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Is my punctuation accurate?

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Have I used a wide enough range of tenses & structures to clearly report the data?