

Student portfolio feedback form

Candidate name: ISE 0 ISE I ISE II ISE III ISE IV

Teacher's signature: Date:

Task: Centre (name or number):

Teachers are strongly recommended to give candidates feedback in the preparation of their portfolios.
Use this form only.

Teachers should complete just one copy of this sheet for each task presented by the candidate. It should be completed by ticking appropriate items in the right-hand column. This sheet must be the only form of feedback between teacher and candidate. When completed, this form should be handed to the candidate. The candidate must ensure that it is attached to the final version and included in the portfolio.

Advice to the student	✓
Task Fulfilment	
Parts of the task have not been completed – look again at the instructions	
The draft does not meet the requirements set – look again at the instructions	
This work does not appear to be entirely your own – you must choose a different task	
You should add some more ideas	
You should give more reasons/opinions	
You should give more description	
You need to rewrite the work with more legible handwriting	
The style/register of your language is not appropriate to the task	
The draft is too long/short – check the word length range	
Organisation	
Your presentation and/or layout need to be improved	
You should check your organisation and/or paragraphing	
You need to add an introduction	
You need to add a conclusion	
Your work contains a lot of repetition	
Grammar	
You need to check the grammar of your work	
You should use a greater range of grammatical structures	
You need to check your word order	
Vocabulary	
You should use a greater range of vocabulary	
You need to check you are using the correct words	
Spelling/Punctuation	
You should check the spellings of words in your work	
You should check and improve the punctuation in your work	