

OET Writing Meeting the assessment criteria: *Language*



- ✓ Review simple and complex structures.
- ✓ Check your punctuation and spelling
- ✓ Allow time to check through your letter

What do the descriptors mean?

Language

Language features (spelling/punctuation/vocabulary/grammar/sentence structure) are accurate and do not interfere with meaning

- ✓ Correct spelling used
- ✓ Correct use of punctuation
- ✓ Appropriate use of grammar for the context
- ✓ Accurate use of grammar

Spelling

In addition In addition rihgt right referal referral
inportant important compliant compliant
diarrea diarrhoea / diarrhea asma asthma exema eczema

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Punctuation

Are you confident with using commas in sentences?

Do you take punctuation into account when proofreading?

Do you over or under-use commas?



- ✓ Practice your use of punctuation leading up to the exam.
- ✓ Check that your punctuation doesn't make the reader need to re-read any parts of the letter
- ✓ Don't over do it!

I am writing to refer Mr Smith **aged 45** who has recently been diagnosed with sciatica. **he** requires physiotherapy.

I am writing to refer Mr Smith, aged 45, who has recently been diagnosed with sciatica. He requires physiotherapy.

On admission **mr yung** presented with shortness of breath, wheezing, fever, and persistent coughing.

On admission, Mr Yung presented with shortness of breath, wheezing, fever and persistent coughing.

It would be appreciated **if you could monitor her medication compliance and diet**. **In addition to**, she requires assistance with her daily activities.

It would be appreciated if you could monitor her medication compliance and diet. In addition, she requires assistance with her daily activities.

Appropriate grammar for context

Passive

verb to be + past participle

Mr Cooper has admitted to hospital on 3/4/2020.

Mr Cooper **was admitted** to hospital on 3/4/2020.

The patient can take paracetamol when they need to.

Paracetamol **can be given** as needed.

We gave the patient advice about lifestyle changes, for example, his diet and exercise.

The patient **has been educated** about lifestyle changes regarding his diet and exercise.





Linking

<i>In addition, Ms Morton will need her stitches removed in the outpatients clinic on 13/6/2020.</i>	<i>Ms Morton will need her stitches removed in the outpatients clinic on 13/6/2020.</i>
<i>Ms Morton is now able to mobilise. Moreover, she lacks confidence with using the stairs.</i>	<i>Ms Morton is now able to mobilise but lacks confidence with using the stairs.</i>
<i>During the time that Ms Morton has been in hospital, she has had no complications.</i>	<i>During hospitalisation, Ms Morton's stay was uncomplicated.</i>

Clauses

<i>I am writing to refer Mr Hancock. He underwent a total left hip replacement.</i>	<i>I am writing to refer Mr Hancock, who underwent a total left hip replacement</i>
<i>There will be physiotherapy sessions twice a week. They will take place at the retirement home. They are to continue until Ms Henson's review appointment with the surgeon.</i>	<i>Physiotherapy sessions, which will take place twice a week at the retirement home, will continue until Ms Henson's review appointment with the surgeon.</i>
<i>The patient completed the course of antibiotics. The infection remained</i>	<i>Despite having completed the course of antibiotics, the infection persisted.</i>

Accuracy

<i>I ordered a blood tests.</i>	<i>Blood tests were ordered.</i>
<i>Mr Silva has been admitted on 3/6/2020</i>	<i>Mr Silva was admitted on 3/6/2020</i>
<i>It would be also appreciated if you could encourage her to continue her exercise programme.</i>	<i>It would also be appreciated if you could encourage her to continue her exercise programme.</i>
<i>Mrs Green presented to me today with increased swollen of her right knee.</i>	<i>Mrs Green presented to me today with increased swelling of her right knee.</i>
<i>Ms Jackson has diabetes, in addition she takes Metformin.</i>	<i>Ms Jackson has diabetes, for which she takes Metformin.</i>

