

Guidelines for Assessment of Writing Outcome

Outcome

Demonstrate college level communication skills (**writing**, reading, speaking, as appropriate). (Communication skills are those learned behaviors which enable individuals to effectively **gather, assimilate, process, and disseminate information**. Demonstration of the skills indicates that students can read, **write**, and speak **at the college level**.)

Time Allowed for the Assessment

The time allotted for the English 111 Common Examination is usually two hours.

Assessment Methodology

The English Common Exam is the methodology employed for this outcome. The exam is an essay written in a proctored environment by English faculty. In evaluating each of the four areas on the assessment, two faculty members rate the element by considering how students do in all sub-skills that make up the area. For example, when evaluating unity, the readers look at whether there is a thesis present, whether all paragraphs relate back to that thesis, and when appropriate, have a topic sentence that clearly develops the thesis. Readers look for the relevance of all details in relation to the topic. The readers ask questions such as, "Does the reader stay on topic?"