

1 How to Respond to Short Writing Tasks

In responding to the short writing task prompt, consider the following:

- Read the question carefully before beginning to write
- Be sure to write on the assigned topic; off-topic responses may be labelled “non-compliant,” and will result in a lower score
- Write in the format requested (i.e., don’t write a poem or a letter, etc.); failure to follow the instructions will result in a lower score
- Answers must be written in full and correctly written sentences; incomplete or poorly-written sentences may result in a lower score
- Draw upon your own knowledge and experience in responding to the prompt
- Responses with excessive and/or confusing spelling and sentence structure errors may interfere with communication and lead to a low score
- Your response should have a definite structure and organization:
 - Start with a topic sentence which states the main idea of your response
 - Support your topic sentence with reasons and explanations
 - End your response with a closing sentence that concludes the paragraph
- Responses the markers cannot read may be labelled “illegible” and could result in a lower score
- The answers to short writing task questions are expected to fill the six lines provided with “regular-sized” handwriting; markers will not be fooled by oversize writing

Short Writing Task Example

Prompt (the question or statement you are being asked to write about)



What is your favourite TV show? Why do you like it?

Answer (your writing)

Topic Sentence



My favourite TV show is CSI.

I like CSI because it creates a lot of suspense. You are always wondering what will happen next. CSI is also good because it makes you think and it is also educational. It teaches you a lot about forensic science. CSI is also my favourite TV show because it is creative. Every week they come up with another strange and unheard-of method of murder.

CSI is my favourite TV show because it is so well done.

Supporting Detail Sentences



Closing Sentence



Short Writing Task

Short Writing Task Checklist

Think about the prompt when writing your answer. Make sure you have

- ☐ used conventions (spelling, punctuation, capitalization, etc. correctly).
- ☐ made sure your response is clear and well-developed.
- ☐ made sure your ideas are relevant and on-topic.
- ☐ made the length of your response approximately as long as the lines provided.

2 What television program do you really dislike?

What television program do you really dislike? Explain why.

Rough Notes

Use the space below for rough notes. Nothing you write in this space will be scored.