

	Poor (Fail) / Fair (D range)	Good (C range)	Very Good (B range)	Excellent (A range)	%
<b>Application (extent to which knowledge was applied to the context chosen)</b>	Information provided for the reader is generic. It is not targeted at the reader group chosen and might not help a reader to understand their particular role.	Good application of knowledge to the context chosen, however a number of parts of the document are generic and there are many opportunities missed to help the reader to understand their role.	Good application of knowledge to the context chosen. The intended readers will find useful information but it has missed some opportunities for application to the particular reader group.	Excellent application of knowledge to the context chosen. The intended readers' needs have been carefully considered and addressed to a high standard.	27
<b>Explanation of OSH management</b>	Very poor, poor or fair explanation of concepts suggests a lack of understanding.	Good explanation of concepts demonstrates a partial but incomplete understanding. Some key concepts are missing.	Very good explanation of concepts; demonstrates good understanding.	Excellent understanding of concepts is conveyed.	26
<b>Legislation</b>	References to key legislation are missing or incorrect or incorrectly applied or cited word for word from the original document	References to legislation are reasonable but may contain some inaccurate information. Tendency to use wording very close to the original.	References to legislation are correct and appropriate and are very well explained using the student's own words	References to legislation are correct and appropriate and extend beyond the main Act and the General Application Regulations and are in the students own words in a manner that is highly tailored to the target reader.	26
<b>Spelling, grammar, sentence structure</b>	A number of grammar and/or syntax and/or spelling errors; writing style needs work.	Some grammar/spelling/syntax errors, generally readable with some rough spots in writing style	Very few grammar/spelling/syntax errors; mature, readable style	All or almost all grammar/spelling/syntax is appropriate. Work is very well-written.	3
<b>Appearance and formatting</b>	Sections are not in any order, and / or have sloppy formatting. Inadequate or no reference list provided.	Sections are in order. Formatting is reasonable and readable. Some references provided but are poorly presented.	All sections in order, formatting is very good. Very good references are provided.	All sections in order, excellently formatted, and very readable. Excellent range of references, well presented.	3
<b>Completeness and originality</b>	Report contains a lot of text in wording that is available in the public domain	Reasonably well written report, however there is a tendency to use wording (exact or very close to wording) available in public sources	Complete or nearly complete and well written report, which the target reader would find useful. Own wording used to show understanding of concepts	Complete and extremely well-written report; it provides all the necessary information for the target reader. Own wording used to good effect to show understanding of concepts.	15