

**MARK SCHEME for the May/June 2012 question paper
for the guidance of teachers**

0677 GERMAN (FOREIGN LANGUAGE)

0677/04

Paper 4 (Continuous Writing), maximum raw mark 50

This mark scheme is published as an aid to teachers and candidates, to indicate the requirements of the examination. It shows the basis on which Examiners were instructed to award marks. It does not indicate the details of the discussions that took place at an Examiners' meeting before marking began, which would have considered the acceptability of alternative answers.

Mark schemes must be read in conjunction with the question papers and the report on the examination.

- Cambridge will not enter into discussions or correspondence in connection with these mark schemes.

Cambridge is publishing the mark schemes for the May/June 2012 question papers for most IGCSE, GCE Advanced Level and Advanced Subsidiary Level syllabuses and some Ordinary Level syllabuses.

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Total marks for paper: 50

25 marks per question. Each question is marked over a maximum of 140 words.

1 Communication: 5 marks

Put a stroke for each of the 5 relevant points.

Record 0 for a failure to score a point.

The Communication points should be lettered. Put a1, b1, c0 etc as appropriate in the right hand margin (For examiner's use)

2 Language: 15 marks

Examiners are required to award ticks beside each Marking Unit which is substantially correct. Errors are not to be indicated. The total number of ticks should be recorded at the foot of the page and converted to a mark out of 15 using the Conversion table at the end of the mark scheme.

3 General Impression: 5 marks

The pro rata mark based on the Language mark should serve as the first guide. This mark should be adjusted up or down by one mark where this is justified by positive qualities, such as unusually good vocabulary or ambitious use of language, or by negative qualities, such as excessive repetition.

0–1 Does not rise above the requirements for the Directed Writing Task in Paper 2.

2 Fairly good use of idiom, vocabulary, structures and appropriate tenses.

3 Good use of the above.

4 Very good use of the above.

5 Excellent use of the above.

Recording of marks

Marks should be recorded at the end of the answer as follows:

Communication	+	Language	+	General Impression	=	Total
e.g. 4/5	+	10/15	+	3/5	=	17/25

Enter each of the two marks on the front of the Script and record the total out of 50.

Please ensure that these marks are checked carefully, especially the conversion of ticks to marks for Language.

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Counting words

- (a) In letters ignore any address or date. Ignore also any title which the candidate has invented. marks may be gained for the above.
- (b) Count up to exactly 140 words. Put a || after the 140th word.
- (c) Our definition of a word is a group of letters surrounded by a space. A group of letters containing a hyphen is regarded as one word.
Fußball-Weltmeisterschaft; 99-prozentig = one word die Frau = two words
- (d) All numbers count as one word, whether written as figures or as words.
21 = one word
einundzwanzig = one word
- (e) Proper nouns count as one word, e.g. *Neuseeland, Vereinigten Staaten, Rheinland-Pfalz, Helmut Kohl, Südafrika, New York.*
- (f) In letters count a maximum of 2 words only for the addressee as in *Lieber Herr Anders.*
- (g) Bracket and exclude from the word count any letter etiquette in Questions 1(a) or 2 when a letter is not asked for.

Repetition of material printed in the rubric

Sections of the rubric which might score no marks for **Language** are discussed at the Examiners' Coordination Meeting.

For June 2012 the following list of words lifted **unchanged** from the rubric would not be rewarded with language ticks, even if misspelled:

Question 1(a)

REFUSE *über das Thema Schule/seit einem Monat*
REFUSE *in dieser neuen Schule/in der neuen Schule/eine neue Schule*
REFUSE *(normalerweise) in den Pausen*
REFUSE *in der Zukunft*

Question 1(b)

REFUSE *(vor kurzem) auf Urlaub in Deutschland*
REFUSE *für den Urlaub*
REFUSE *am besten* (with bullet point b)
REFUSE *zu Hause*
REFUSE *(für) die kommenden Sommerferien*
REFUSE *im Sommer*

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Question 2

REFUSE *eines Abends*

REFUSE *(ist) (plötzlich) eine berühmte Persönlichkeit, die berühmte Persönlichkeit (ins Restaurant gekommen)*

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MARKS FOR RELEVANT COMMUNICATION

General principles

- (a) A **Communication Mark** may only score if it occurs in the first 140 words.
- (b) Do not award **Communication Marks** when the required elements are expressed in inappropriate time frames:
- e.g. *Letztes Jahr reise ich nach Deutschland* = 0 for Communication.
- However a Present Tense is perfectly acceptable where a Future context is clearly indicated:
- e.g. *Nächstes Jahr reise ich nach Deutschland* = 1 for Communication.
- (c) Any genuine attempt to convey a tense should be awarded for **Communication** purposes.
- e.g. *Ich gewesen im Urlaub* = 1 for Communication
- (d) Accept for **Communication** the use of any past tenses when a past is required, even when a different past tense would normally be used. Allow Perfect, Imperfect or Pluperfect.
- (e) The historic present is not normally accepted (for **Communication** or **Language**).
- (f) If the Mark Scheme requires two 'reactions' in Question 2 and they are expressed as a list, e.g. *Ich war traurig und müde* or *Es war interessant und lustig*, award one Communication mark only. (A verb has to be used each time a Communication mark is awarded, e.g. *Ich war traurig [...] Ich war müde*, award two Communication marks.)

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Question 1 (a)

(a) Describe what you did on your first day at school

Accept any sentence which includes an appropriate activity expressed in the Past Tense.

(b) Explain what your favourite subject is and why [1]

Accept: *Mein Lieblingsfach ist ...* + reason why/or use of adjective/description giving reason.

Also accept any sentence expressing a like/preference of a subject, e.g. *Ich mag ...* (no need to insist on favourite) + reason why/or use of adjective/description giving reason.

(c) Say what you usually do during break time [1]

Accept the use of any verb in the Present Tense which gives a (sensible) break time activity.

(d) Say how you find the teachers in your new school [1]

Accept any sentence expressing like/dislike/preference of a teacher/teachers.

Also accept any sentence giving a characteristic (not appearance) of a teacher/teachers.

(e) Explain what you want to do in the future, after leaving school [1]

Allow attempt of *ich möchte/will/würde ...* + infinitive for Future time frame.

Also accept the use of the Present Tense with a Future time phrase (e.g. *In der Zukunft gehe ich auf die Universität in Deutschland*) to indicate Future time frame.

Question 1 (b)

(a) Thank your friend for the holiday [1]

Accept any sentence expressing thanks for the holiday

(b) Say what you liked best in Germany and why [1]

Accept any like/preference (no need to insist on best) +reason why (this could be the use of adjective/description giving reason)

NB: For this communication point to be awarded, there must be evidence of an attempt at the Past Tense. The reason can be given in the Present Tense (e.g. *Ich mag ... / ... ist*).

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(c) Say what you have done since you came back home

Accept the use of any verb in the Present or Past Tense which gives a (sensible) activity

(d) Describe your plans for the Summer holidays to come [1]

Allow use of *ich möchte/ich will/ich werde ... + infinitive* for Future time frame.

Also accept the use of the Present Tense with a Future time phrase (e.g. *Im Sommer fahre ich nach Spanien*) to indicate Future time frame.

(e) Ask your friend what he/she wants to do in the Summer [1]

Accept any QUESTION which the candidate asks with regard to what the friend would like to do in the Summer. Accept a direct question e.g.: *Was möchtest du im Sommer machen?* Also accept any invitation/suggestion for a Summer activity, so long as it is expressed as a QUESTION and in a Future time frame e.g. *Möchtest du im Sommer mit uns auf Urlaub fahren?* etc.

Allow use of *Was möchtest du ...?/Was willst du ...?/Was wirst du ...? + Infinitive* for Future time frame.

Also accept the use of the Present Tense with a Future time phrase (e.g. *Was machst du im Sommer?*) to indicate Future time frame.

[Total: 5]

QUESTION 2

Candidates are awarded 1 mark, up to a maximum of 5 marks, for each **COMMUNICATION** point relevant to the development of the storyline in an appropriate tense.

The story should be told mainly in the Past Tense, as clearly indicated by the rubric. The historic present is not normally accepted. Of course any sentence which clearly relates to the present or the future should be credited appropriately.

NB: **BOTH** Communication points must be covered in order to gain all 5 Communication marks. If one of the 2 points is not covered, then the maximum number of Communication Marks available is 4.

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Question 2:

One evening, when you were in a restaurant with your family, suddenly a celebrity entered the restaurant. Describe:

- (a) **How you reacted when you saw the famous person** (*minimum of 1 Communication mark, maximum of 4 Communication marks*)

Accept emotions/reactions and award a Communication mark for each new emotion/reaction given.

- (b) **What happened afterwards** (*minimum of 1 Communication mark, maximum of 4 Communication marks*)

Communication Marks are awarded for each statement given in the Past Tense. Any 4 events can be awarded. NB: they do NOT have to be specific activities which the candidate did. Marks can also be given for the description of relevant events/information which allows the story to unfold/develop.

[Total: 5]

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LANGUAGE MARKS

General Comments

This positive marking scheme is intended to reward both accuracy and ambition. No marks are deducted for errors.

Marking Units

A tick is awarded for a correct Marking Unit of which each element is correct. The tick is recorded over the scoring word

✓

e.g. mein Freund

A Marking unit may consist of the correct use of any of the following items:

- noun + article/possessive, demonstrative adjective
- (subject pronoun) + verb
- infinitive (construction)
- adjective
- preposition
- pronouns (other than subject pronouns) including reflexives and interrogatives
- all adverbs (except *sehr* and *gut*)
- all conjunctions (except *und* and *aber*)

NB: Extra marks are available for the use of plurals, negative expressions, correct word order, etc as per the details in this markscheme.

Spelling and Punctuation

Accept old as well as new German spelling.

Spelling must be correct in order to gain Language marks **EXCEPT**:

- Inaccuracies in the use of umlauts are tolerated so long as the meaning is still clear.

e.g. *Fruhstuck* = 1 tick; *der Rucksack* = 1 tick; *morgen* = 1 tick;

Where ambiguity is created, the tick cannot be allowed.

e.g. *mochte* instead of *möchte*, *wurde* instead of *würde*, *hatte* instead of *hätte*

(And NB: For a plural noun to be awarded 2 ticks for correct plural spelling, the umlaut must be included, if this is required, e.g. *die Äpfel*, see p10)

However, please be aware that if umlauts are persistently omitted then this will have an effect on the mark for Impression.

- Inaccuracies in the use of Compounds and Hyphens are ignored

e.g. *der Super Markt* instead of *der Supermarkt* = 1 tick

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Proper nouns

Towns, place names and people's names do not gain Language marks.* However, specific German spelt geographical references are awarded if correct.

e.g. *Munich* = 0; *München* = 1; *Bavaria* = 0; *Bayern* = 1; *Frankreich* = 1

Universal names e.g. *Berlin*, *Bonn*, etc. are not awarded.

* Months are not treated as proper nouns and are dealt with in section I.3

Letter Etiquette

Allow the use of *Du* or *Sie* in informal and formal letters. In the case of inconsistencies in the body of the letter, reward only the most frequently used. If the letter is written in an inappropriate register award ticks as normal, but deduct 1 or 2 from Impression mark.

Reward an appropriate start of a letter with one tick for Language, e.g. the use of *Lieber Herr* or *Liebe Frau*, *Lieber Jens*, *Sehr geehrte Frau*, *Grüß dich!* *Hallo!* ... etc. Multiple addressees (*Lieber Herr ...*, *Liebe Frau ...*) gain one tick only.

Similarly, reward an appropriate end of a letter with one tick for language, e.g. *Hochachtungsvoll*, *mit freundlichen Grüßen*, *Bis bald*.

If the letter has a series of valedictory phrases at the end, a maximum of 3 ticks can be given (one tick for each such phrase): e.g. *Ich hoffe bald von dir zu hören!* *Schreib bald!* etc.

NB: Do not reward 'letter etiquette' for Language when a letter is not required.

A VERBS

1 Subject/verb accord. The verb agrees with the number and person of the subject. Pronouns must be correct for the verb to gain credit (accept *Ich* but deduct 1 for Impression). However, verbs are still awarded when nouns are misspelt or the gender is incorrect.

Ich spielt [0]

✓
Der Hunt bellt [1]

✓
Sind Sie Herr Schmidt? [1]

✓
Sind sie Herr Schmidt? [1]

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2 Compound tenses. A tick is awarded when the auxiliary and past participle/infinitive and the past participle/infinitive is in the correct position.

✓
Ich habe ... gekauft [1]

Ich hat ... gekauft [0]

Wir haben gefahren [0]

✓ ✓
Gestern ich bin geflogen. [2]
(here the compound tense is accurate, and the past participle is in the correct position, hence one tick is given for *ich bin geflogen* and one tick for *gestern*.)

 ✓
Ich bin geflogen gestern. [1]
(here the compound tense is accurate, but the past participle is not in the correct position, hence no tick can be given for *ich bin geflogen*. One tick is given for *gestern*.)

✓
Ich werde singen. [1]

✓
Er würde singen. [1]

3 Separable verbs. In addition to the correct use of the verb, a tick is also awarded for the correct positioning of a separable prefix.

✓ ✓
Ich beilege ein Foto [2]
(Here the tick is given for the correct present tense form of *lege* with *ich*)

✓ ✓ ✓
Ich lege ein Foto bei [3]
(Here the tick is given for the correct present tense form of *lege* with *ich*. An additional tick is given for the correct positioning of *bei*)

 ✓ ✓
Ich habe mitgemacht [2]
(Here the tick is given for the compound tense - see Section 2 above. An additional tick is given for the correct positioning of *mit*)

 ✓
Ich habe gemitmacht(1)
(Here the tick is given for the compound tense - see Section 2 above.)

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4 Imperatives. A tick is awarded if correct.

- ✓
Schreib! [1]
- ✓
Schreibt! [1]
- ✓
Schreiben Sie! [1]

5 Reflexives

In addition to the correct use of the verb, a tick is also awarded for the correct use of a reflexive pronoun.

- ✓ ✓
Ich wasche mich [2]

6 Infinitives

One tick is awarded for an infinitive that is correctly spelt and in the correct position. In a modal construction, a correct infinitive may be credited, even when the modal used is incorrectly spelt.

Another tick is awarded for constructions using the infinitive (um ... zu, ohne ... zu, (an)statt ... zu or simple zu clause). However, if *zu* is incorrectly added or omitted, do not credit the infinitive.

- ✓ ✓
Ich kann gut spielen [2]
- ✓
Wir möchte kommen [1]
- ✓ ✓ ✓
Ich komme, um zu spielen [3]
- ✓
Ich kann spielen gut [1]
- ✓ ✓ ✓
Ohne einen Augenblick zu verlieren [3]
- ✓ ✓ ✓ ✓
Ich versuche, fit zu bleiben [4]
- ✓
Ich möchte zu studieren [1]

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7 Interrogatives

The interrogative is not credited unless there is also inversion. If inversion is used, interrogative may be credited, whether or not an appropriate tense has been used.

- ✓ ✓
Wer bist du? [2]
- ✓
Wann du kommst? [1]
- ✓ ✓
Kommst du? [2]

B NOUNS

1 A singular noun (with its article/possessive, demonstrative adjective) is awarded one tick if the gender and case are correct. The noun must be spelt correctly including initial capital letter.

- ✓ ✓
Der Mann kommt [2]
- ✓
Der mann kommt [1]
- ✓
Die Mann kommt [1]
- ✓ ✓
Ich sehe den Mann [2]
- ✓ ✓
Mein Hund kommt [2]
- ✓
Meine Hund kommt [1]
- ✓ ✓
Dieser Hund kommt [2]
- ✓ ✓
Eine Katze kommt [2]
- ✓
Eines Tages [1]

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✓
Er hilft seiner Mutter

NB: One tick is given for the noun where the article is correctly omitted.

✓ ✓
Er ist Briefträger [2]

NB: If article should be omitted but is given, no tick is credited

✓ ✓
Er ist ein Briefträger [1]

3 Plural nouns: Award 2 ticks for the correct plural form (including correct gender, case and umlaut where needed). No tick is awarded for a plural noun that is not correct.

✓ ✓ ✓
Die Kinder schlafen. [3]

✓
Die Kindern schlafen. [1]

C PRONOUNS

Subject pronouns are not awarded a tick, unless they correctly refer back to a non-human feminine or masculine noun.

✓ ✓ ✓ ✓ ✓
Das ist mein Hund. Er ist dick. [5]

✓ ✓ ✓ ✓
Das ist mein Hund. Es ist dick. [4]

✓ ✓ ✓ ✓
Das ist meine Mutter. Sie ist alt. [4]

All other pronouns are awarded a tick.

✓ ✓
Ich sehe ihn. [2]

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D ADJECTIVES

- 1 An adjective is awarded one tick if it agrees with the gender, number and case of the noun and it is spelt correctly. *Gut* is not credited

Der [✓] junge [✓] Mann [2]

Ein [✓] junger [✓] Mann [2]

Er [✓] hilft [✓] der [✓] alten Frau [3]

letzte [✓] Woche [✓] [2]

jede [✓] Woche [✓] [2]

(BUT NB: jeden Tag = common phrase and has one tick, see section I.5)

nächstes [✓] Sommer [1]

eine [✓] lange Geshichte [1]

die [✓] kleinen ^{✓✓} Kinder [3]

- 2 **Predicative adjectives are awarded one tick, if correctly spelt.**

Die Katze [✓] ist [✓] klein [✓] [3]

Die Katze [✓] ist [✓] kleine [2]

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3 **Comparisons and Superlatives.** In comparisons, the adjective is treated as above, but an extra tick for the correct usage in the comparison. The superlative is treated as an adjective.

✓ ✓ ✓
Ich bin jünger als du [3]

✓ ✓ ✓ ✓
Du bist nicht so alt wie ich * [4]

✓ ✓ ✓
Du bist nicht so alt wie mich. [3]

✓ ✓
Du bist so jung als ich [2]

*so ... wie is treated as a unit and gets 1 tick

E PREPOSITIONS

1 An appropriate preposition is awarded a tick (though see exceptions to this below and in Section I: Miscellaneous Matters)

✓ ✓
mit dem Bus [2]

✓
mit der Bus [1]

✓
auf dem Bus [1]

✓ ✓ ✓
mit den Bussen [3]

✓ ✓ ✓ ✓
mit den gelben Bussen [4]

✓ ✓
mit Hilfe [2]

✓ ✓ ✓
mit Freunden [3]

✓ ✓ ✓
für die Kinder [3]

✓ ✓
in Frankreich [2]

✓
in September [1]

✓ ✓
im September [2]

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NB: A few very common phrases that use prepositions will be credited with one tick and are as follows:

nach Hause	[1]
zu Hause	[1]
zu Fuß	[1]
zum Beispiel	[1]
zum Schluß	[1]
am Montag/am Samstag, etc.	[1]
am Wochenende	[1]
am Abend/am Morgen/am Tag	[1]
pro Woche/pro Monat etc.	[1]
in Ordnung	[1]
am liebsten/am besten/am meisten	[1]

F ADVERBS

Adverbial phrase/adverb is given a tick apart from *sehr, gut*.

✓ ✓ Ich fahre schnell	[2]
✓ ✓ ✓ Ich möchte bitte ein Eis	[3]
✓ ✓ ✓ Ich bin ziemlich müde	[3]
✓ ✓ Ich spiele gern	[2]
✓ ✓ Ich spiele nicht gern. Here <i>nicht</i> is treated as part of the adverbial phrase.	[2]
✓ ✓ Ich spiele am liebsten	[2]

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G Negatives

- 1 The use of *nicht* may be credited with one tick, when correctly placed in the sentence when used with a verb that is correct.

✓ ✓
Ich spiele nicht [2]

Ich spielen nicht [0]

 ✓
Ich nicht spiele [1]

 ✓ ✓
NB: Exception: Ich spiele nicht gern. [2]
Here *nicht* is treated as part of the adverbial phrase.

2 Use of *kein*

A tick is awarded for correct use of *kein*

 ✓ ✓ ✓
Ich habe keinen Hund. [3]

 ✓
Er hat kein Hund. [1]

- 3 Negative phrases (other than the use of *nicht* or *kein*) should be awarded ticks up to a maximum of 2 ticks per phrase correctly used:

 ✓ ✓ ✓ ✓ ✓
Ich spiele weder Hockey noch Tennis [5]

 ✓ ✓ ✓ ✓ ✓
Er spielt nicht nur Hockey sondern auch Tennis [5]

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H WORD ORDER

Conjunctions and relative pronouns

All conjunctions are awarded a tick apart from *und* and *aber*.
Relative pronouns are awarded a tick.

In relative and subordinate clauses the verb gets an extra tick for correct positioning (only if the verb is correct). This tick for positioning may be awarded, even if an inappropriate subordinating conjunction has been chosen.

✓ ✓ ✓ ✓✓
Ich weiß nicht, ob er kommt [5]

✓ ✓ ✓ ✓
Ich weiß, dass er kommt heute [4]

✓ ✓ ✓ ✓ ✓✓ ✓ ✓
Der Junge, dessen Katze schwarz ist, wohnt hier [8]

✓ ✓✓
Wann ich klein war, [3]

Inversion

Gains an extra tick, but only if syntax and spelling are correct:

✓ ✓ ✓
Oft gehe ich [3]

✓ ✓
Oft ich gehe [2]

✓
Oft geht ich [1]

Word Order with direct and indirect objects

An extra tick is given for correct ordering of direct/indirect objects, as follows:

[2 noun objects: dative comes first – DAN]

[2 pronoun objects: accusative comes first – PAD]

✓ ✓ ✓ ✓
Ich gebe dem Mann einen Hut [DAN] [4]

✓ ✓ ✓ ✓
Ich gebe sie ihm [PAD] [4]

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Time, manner, place

An extra tick is awarded for the correct order of TMP

✓
TMP

✓ ✓ ✓ ✓✓ ✓ ✓ ✓
Ich trinke zu Mittag schnell im Gasthaus ein Glas Bier [9]

✓ ✓ ✓ ✓✓ ✓✓ ✓
Ich trinke ein Glas Bier im Gasthaus zu Mittag schnell [8]

I MISCELLANEOUS MATTERS

1 Numbers

No credit is given for the use of a number either as a figure or written as a word.

✓ ✓✓
Ich habe vier Katzen [3]

✓ ✓✓✓
Er ist 16 Jahre alt [4]

General amounts / numbers, e.g. *etwas* / *viele* / *einige* gain credit for correct usage

✓ ✓✓
Einige Schulen [3]

 ✓✓
Etwas Schulen [2]

2 Times

Prepositions and nouns credited as in sections **E** and **B**

✓ ✓
um 10 / zehn Uhr [2]

✓ ✓
Es ist zwei Uhr [2]

✓ ✓ ✓
um Viertel vor zehn [3]

✓ ✓
um halb zehn [2]

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3 Dates

Months are treated like nouns. Correct ordinals are credited (either written out or in abbreviated form). Prepositions and nouns credited as in sections **E** and **B**

- ✓ ✓ ✓ ✓
den 12. Juni / den zwölften Juni [2]
- ✓ ✓✓ ✓
bis zum 10. Juni [4]
- ✓✓ ✓ ✓ ✓✓ ✓
vom neunten bis zum elften Mai [7]

4 Units and prices

Correct units of weight/length/money etc are credited with one tick, whether written out or in abbreviated form

- ✓ ✓ ✓
1m80 / 1 Meter 80 / ein Meter achtzig [1]
- ✓ ✓ ✓ ✓
€6,80 / 6, 80 Euro / sechs Euro 80 / sechs Euro achtzig [1]

5 Interjections/Common phrases

These are credited individually with one tick

- ✓ ✓ ✓ ✓ ✓ ✓ ✓
nicht wahr/vielleicht/oder / bitte /wohl/ danke/ danke schön/vielen Dank [1]
- ✓ ✓
ein bisschen/ein paar [1]
- ✓ ✓ ✓ ✓ ✓ ✓ ✓
nach Hause/zu Hause/zu Fuß/am Samstag/am Wochenende/am Abend/am Tag [1]
- ✓ ✓ ✓ ✓
am Morgen/pro Monat/pro Woche/jeden Tag [1]
- ✓ ✓
zum Beispiel/zum Schluß [1]
- ✓ ✓ ✓ ✓
am besten/am liebsten/in Ordnung/am meisten [1]

BUT: Ja/Nein – no tick given

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6 Greetings/Expletives

These are credited individually with one tick:

✓ ✓ ✓ ✓ ✓ ✓
Guten Tag!/Hallo!/Auf Wiedersehen!/Tschüß/Mein Gott!/Gott sei Dank! [1]

7 Proverbs

A maximum of 2 ticks may be awarded for a proverb that is appropriately expressed(2)

TOLERANCES

- 1 No credit is usually given to the occasional correctly spelt item in a sequence which makes no sense in German. However, recognisable discrete items such as *mein Vater* may be rewarded in such a context.
- 2 When the gender of the writer is variable. tick only the most frequent. Always accept the declared gender of the writer and ignore the name on the front of the script and/or at the end of a letter or article.
- 3 When the 140th word cuts a marking unit, give credit where possible: *Er hat || gemacht*. Record a tick for *er hat* even though the writer's intention was to form a perfect tense.
- 4 In the case of immediate repetition of an identical item, such as '*Danke, Danke*' or '*Hilfe! Hilfe!*', reward the first instance

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Conversion Table

Number of ticks Maximum 60	Mark out of 15 (for Accuracy of Language)	Pro rata (General Impression)* Max 5
60+	15	5
55–59	14	5
51–54	13	4
48–50	12	4
45–47	11	4
42–44	10	3
38–41	9	3
34–37	8	3
30–33	7	2
26–29	6	2
22–25	5	2
19–21	4	1
15–18	3	1
11–14	2	0
7–10	1	0
0–6	0	0

NB: IMPRESSION MARK

Please note that the Impression Mark should be adjusted up where this is justified by positive qualities, such as unusually good vocabulary or ambitious use of language, or adjusted down where this is justified by negative qualities, such as excessive repetition or, in the case of a letter, by the use of an inappropriate register (e.g. Du instead of Sie in a formal letter), or repeated use of incorrect verb forms (e.g. the use of the infinitive in place of a finite verb), etc.