Dear Sir/ madam,

We are providing you an “ESSAY/PARAGRAPH ANALYSIS SCALE” to evaluate the essays /paragraphs on the basis of given statements in this scale. This scale, consisting of 20 statements, is divided into four parts, i.e., (1) Unity, (2) Coherence, (3) Originality, and (4) Fallacies, which are considered integral parts of creative essays.

You are requested to read the statements carefully and evaluate the written essays according to this scale. For doing so, please put a tick mark on the scale which you feel correct for written essay. There are five alternatives for every statement, viz., (i) mostly, (ii) generally, (iii) occasionally, (iv) least.

*Example:*

The essay / paragraph has Mostly Generally Occasionally large amount of information.

Rarely Least

i) For this statement, if you feel that the written essay has all necessary information’s about the topic, then please put a tick () mark on ‘Mostly’

ii) If you feel something missing, but generally important information’s are given, then put a tick (✓) mark on ‘Generally’.

iii) If you feel that some information’s are given and rest are missing, then put tick (✓) mark on ‘Occasionally’.
iv) If there are only a few information’s are given, then put a tick (√) mark on ‘Rarely’.

v) If no relevant information about the topic is given, then put a tick (√) mark on ‘Least’.

I shall be very much thankful to you for evaluating the Essay/Paragraph according to given criteria at your earliest convenience.

With kind regards,

Yours sincerely,

Sucheta