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| Vocabulary | Very inadequate | Use quite good ; generally adequate and appropriate with perhaps some Japanese idiom | Use good ; rich, idiomatic and appropriate  Few word order mistakes |
| Hiragana/Katakana  /Roma-ji | Incorrect use of Hiragana and katakana  Some Romaji used | Appropriate and correct use of Hiragana and Katakana with only occasional errors | No or very few mistakes using Hiragana and Katakana |
| Kanji | little or no Kanji used | Adequate use of Kanji | Good use of Kanji |
| Structures | Very limited range of structures used | Adequate range of structures used | Wide use of structures used |
| Punctuation | Poor | Quite good | Good use of Genkou Youshi  Correct punctuation |
| Grammar | Serious grammatical errors | Few serious/ frequent minor grammatical errors | Generally forrect |
| Verb and adjective forms, tense, particles | Verb and adjective forms , particles generally in correct,  tense inconsistent, inappropriate | Correct more often than not | Good level of accuracy in verb and adjective forms, tense,particles |
| Use of Genkouyoushi | Incorrect use | Quite good | Good use |
| 30 | 0 7 | 8 20 | 21 30 |
| 20  (if the content mark is less than 15/ or the composition is too short ) | 0 4 | 5 12 | 13 20 |