

Explaining a book loan

Review guide · English

Open response: the example is not a unique answer. Check meaning against the criteria; entering text is not enough.

One possible response

Para llevar el libro a casa, escribe tu nombre en la hoja de préstamo. Devuelve el libro el jueves: el préstamo no llega hasta el viernes. Para leer el viernes, puedes pedir una copia digital por correo electrónico. Comprueba la fecha de devolución y envía la solicitud antes del viernes. Después revisa si tienes respuesta de la biblioteca.

Evidence in the example

c1: Para llevar el libro a casa — Identify the physical book loan.

Identify the referent: the reader needs to know who or what you mean.

c2: Devuelve el libro el jueves — Keep the Thursday return deadline despite the reader's Friday need.

Keep the fact that lets the reader act without guessing.

c3: puedes pedir una copia digital por correo electrónico — Offer an email request for a digital copy for Friday without claiming it is completed.

Connect your decision to the need in this situation.

c4: Comprueba la fecha de devolución y envía la solicitud — Include a check of the return date and the request.

End with useful information for the next step.

Valid alternatives

Imperatives, infinitives or puedes are valid. Correo or email may be used. A response from the library remains pending until actually received; no automatic delivery guarantee is required.

Feedback to improve

Do not extend the physical loan to Friday. State the Thursday limit and treat the digital copy as a request rather than an existing file.

Per criterion: NE = no evidence; 0 = not yet met; 1 = partial success or content prompts; 2 = met without content prompts. Record access support without penalising it. No average, official grade or CEFR certification.

Also review: purpose and facts; readable order; language understandable at this level; a justified draft change. Errors that do not block the message may receive support without invalidating the whole text.

Keep your draft. Mark an improvement and explain why it helps the reader; if it already meets the criteria, identify and justify a specific check.

Blank record: criterion / NE–0–1–2 / observed phrase / support used / next step. Keep draft and revision; do not collect personal data.