

## Mongolian PTP Guidelines for Writing Skills

Writing skills in this guideline are defined by the level of the individual's ability to write an essay on various subjects and to present information, opinions, concepts, and ideas to an audience of readers.

**Novice:** this level is characterized by the ability to write isolated words and phrases.

### Novice 1

- The writer produces frequently-used, memorized sentence-length expressions which may not be related to the given topic.
- A learner is fully familiar with alphabet and its joints and be able to write simple words and phrases without difficulty.
- Despite some systemic evidence, range of both morphological and syntactic structures is very restricted. Structural errors are quite frequent.
- Most sentences are completely disjointed and fragmented.

**Example:**

*Миний нэр Батбаатар. Би 16 настай. Би Монголоос ирсэн. Би оюутан. Манай аавын нэр Сүхбат. Тэр багш. Манай ээжийн нэр Сарнай. Тэр эмч. Миний эрэгтэй дүүгийн нэр Пүрэв. Тэр сурагч.*

*My name is Batbaatar. I am 16 years old. I am from Mongolia. I am a student. My father name is Sukhbat. He is a teacher. My mother name is Sarnai. She is a doctor. My younger brother name is Purev. He is a pupil.*

### Novice 2

- The writer can produce short sentences, for the most part without subordinate clauses, on topics involving personal preferences, daily routine, and everyday matters.
- Range of both morphological and syntactic structures is narrow. There is some evidence of controlling such structures but with many error types.
- Range of vocabulary is limited to the following high frequency words; basic objects, numbers, and common verbs and adjectives.
- Most sentences are not appropriately linked together and little evidence of coherence among sentences is found.
- Frequent errors in spelling and punctuation are found.

**Example:**

*Би оюутан. Би Индианагийн их сургуульд сурдаг. Манай гэр бүл Блүүмингтон хотод амьдардаг. Өнөөдөр гадаа бороотой, хүйтэн байна. Өчигдөр би гэрийн даалгавраа хийсэн бас оройн хоолоо идсэн. Өнөөдөр өглөө би өглөөний цайгаа уугаагүй.*

*I am a student. I study in Indiana University. My family lives in Bloomington. Today it is rainy and cold outside. Yesterday I did my homework and had dinner. This morning I didn't have my breakfast.*

**Intermediate:** this level is characterized by the writer's ability to produce short sentences which are loosely connected, and to address parts of the given topic.

**Intermediate 1**

- The writer can produce short paragraphs on a familiar topic within his/her field of interest.
- Range of both morphological and syntactic structures is limited. The knowledge of time frames and aspects is emerging but not always with correct usage.
- Range of vocabulary remains at a moderate size and frequent lexical inappropriateness is found.
- Some basic connectives are used to link sentences into paragraphs. However, other cohesive devices, such as pronominal substitutions and synonyms, are not fully employed yet.

**Example:**

*Эрт урьд цагт нэгэн өвгөн байжээ. Тэр хязгаар газар хүүгийн хажууханд амьдардаг байжээ. Тэр мэргэлэхдээ туршлагатай. Нэг өдөр өвгөний нэгэн морь хүний нутагт алга болжээ. Олон сарын дараа өмнөх морь өөр морьтой хамт хүний нутаг дэвсгэрээс буцаж иржээ. Хүн бүр өвгөнд баяр хүргэжээ.*

*Once upon a time there was an old man. He lived near by his son in remoted place. He is experienced in fortunetelling. One day his horse disappeared into other people's land . Several months later, previous horse came back together with another horse. Everyone congratulated an old man.*

**Intermediate 2**

- The writer can produce longer paragraphs on a variety of topics within his/her field of interest.
- Range of both morphological and syntactic structures is still limited. The knowledge of tense and aspect is still limited.
- Range of vocabulary is large but not covered for low-frequency words. Vocabulary use is accurate for high frequency words.
- The writer is able to use appropriate cohesive devices to connect different sentences. However, the number of such devices is still limited.

**Example:**

*Бертран Рассел 1872 оны 5-р сарын 18-нд Британийн Уэльс улсад төржээ. Тэрээр бага насандаа ганцаарддаг байсан. Заримдаа амиа хорломоор байсан. Тэрээр өөрийн намтар дээр шашин, математик сонирхох болсон учраас өөрийнхөө амийг аварсан. Бертран Рассел 1890 онд Камбриджийн Их сургуулийн Тринити колледжид математик судлахаар орсон. Тэрээр хамгийн алдартай хийсэн ажил нь математик ба логик. Тэрээр 1970 онд нас барсан. Түүний ажил нь математик, логик, хэлишинжлэл, компьютер шинжлэл, сэтгэхүйн тухай шинжлэх ухаанд тусласан.*

*Bertrand Russell was born 18 May, 1872 in Wales, Britain. He was so lonely during his childhood. Sometimes he felt like committing suicide. On his autobiography, he mentions his interest of religions and mathematics saved his life. Bertrand Russell enrolled in Trinity college, Cambridge in 1890 in order to study mathematics. His well-known jobs are in fields of mathematics and logic. He passed away in 1970. His jobs helped mathematics, logics, linguistics, computer science and thinking science.*

**Advanced:** this level is characterized by the writer's ability to produce several well organized paragraphs on a wide range of topics.

**Advanced 1**

- The writer can produce systematically developed paragraph with main points and relevant supporting details.
- Range of vocabulary is broad, including some low-frequency words and the writer can frequently produce general vocabulary, however, often fails to distinguish subtle differences among close synonyms and to provide appropriate collocations.
- Knowledge of both formal and informal registers is almost complete. However, the writer may miss some cultural and local references.
- The writer links utterances together using appropriate cohesive devices, and the number of such devices is large. However, overall writing is not entirely coherent.

*Би оюутан*

*Би “Монголын Үндэсний Их Сургуул”-ийн “Компьютер програм хангамжийн 1-р курс”-ийн оюутан. Би Монгол улсын хөгжлийн тулах цэг хийгээд оюуны их сангаас өөрийнхөө чадахаар оюуны хуримтлал үүсгэх гэж эрмэлзэн суралцаж яваа энгийн нэгэн оюутан. Мэдлэг хэрэглэсэн үедээ хүч болдог гэдэг шүү дээ. Тэхлээр оюунлаг ирээдүйн хөгжлийг тодорхойлогч оюутан та бид маргааш за дараал болоё гэж суралцахыг үл хайхран хөөр баяслын араас хөөцөлдөхөөс илүү өөрийн сонгосон мэргэжилдээ амжилт гаргахын төлөө , хамцуй шамлан хөдөлмөрлөх хэрэгтэй биш гэж үү ?*

*I am a student.*

*I am a freshman student majoring computer software at Mongolian National University. I am just a typical student who wants to acquire as much knowledge as possible from ocean of knowledge that is fundemantal to development of Mongolia. There is a saying that knowledge turns into power when it is used. So that, don't we need to try our best to succeed in our major rather than delaying it and going for a fun?*

Retrieved from:

Хүний хөгжил хичээл, Компьютер програм хангамж 1 курсын оюутан: Б.Санжаа  
<http://rose19.blog.gogo.mn/read/entry517050>

### **Advanced 2**

- The writer can produce a well-structured essay addressing a given topic in detail.
- Range of both morphological and syntactic structure is extensive.
- Range of vocabulary is broad, including some low-frequency words as well as general vocabulary, and the writer can often distinguish subtle differences among close synonyms and provide appropriate collocations.
- Most of the sentences are well connected and coherent.
- Be able to write any given topic within a certain amount of time

*Ээжийн минь үг*

*Би Улаанбаатарт оюутан болоод гуравдахь намартайгаа золгох гэж байхад манайх хойноос нүүж ирлээ. Тэд маань Зил-130 машин дээр гэр бараагаа овойтол нь ачаад хаа байсан Говь-Алтай аймгаас зам зуур хоёр хонож, сайхан сэтгэлт жолооч ахын буянаар эсэн мэнд хүрч ирсэн юм. Сэлбийн голын зүүн биед Сангийн яамны нэртэй том хашаанд буурь засацгаан, гэрээ барьж, аав ээж, дүү нартайгаа бужигнаж байхад үнэхээр сайхан байж билээ. Гэрээ барьчхаад шинэ газар анхныхаа цайг чанан, шимтэй идээ болгоныг миний өмнө өрж, нүднийх нь харц, нүүрнийх нь ширхэг бүрээс хайр гийсэн баярт царайгаар намайг харан: Наашаа ирнэ гэхээс л өдөрт хөл газар хүрэхгүй, шөнө дөл гойр хүрэхгүй бөөн баяр байлаа даа ээж нь гэлээ. Аав дуугүй л баяртай царайлан инээж суусансан. Улсынхаа нийслэлд ирнэ гэдэг бөөн баяр байлгүй яахав гээд ээж инээмсэглэн: тийм нь ч тийм, гэхдээ ээж нь тэгж баярласангүй, хайртай бандгар хүүдээ очно, өглөө босох бүрийд хүү минь гэртээ унтаж байна гэж бодохоос бөөн баяр байлаа гэв.*

*My mother's message*

*My family moved in city just before I was going to start my third year at university since I became a student in Ulaanbaatar. My dear family loaded all their stuff on track Zil-130 and spent whole two days to come to the city from Gobi-Altai province, and they arrived safely with help of kind hearted driver. It was such a nice time to be with my dear parents and brothers setting up our ger (traditional house) in a huge fence belongs to Ministry of Finance. My mother said she was in a seventh heaven to move to the city to see her boy while bringing all the gourmet food in front of me after setting up our ger and making new tea. My father was smiling happily. My mother also said certainly it is great to come to the capital city, but she was more happy to think that her chubby little boy will be sleeping in his bed when she wakes up everyday.*

Retrieved from: Б.Ганбат “Ээжийн минь үг” өгүүллэгээс”:

<http://www.teacher.sur.mn/read.aspx?content=63c171ea-1a3b-4664-9a4c-edcfda84bdbd>