

## IELTS Writing Task 2 Self-Assessment Checklist

A practical guide to help you evaluate your own essay before you submit it. This Checklist has been adapted from the official IELTS Assessment Criteria use to mark IELTS Writing Tasks.

### How to use this guide:

This checklist is designed to help you review your Writing Task 2 essay clearly and thoroughly. After you finish writing:

1. Read your essay once without making changes.
2. Work through each section of the checklist.
3. Make small, targeted improvements based on what you notice.
4. Re-read your essay to ensure it feels clear, organised and relevant.

Use this guide every time you practise — the more consistently you review your work, the faster your writing improves.

**NOTE:** You won't have time to refer to this checklist during your real IELTS test, but using this consistently and often with your practice writing will help you identify areas for improvement, so self-correction comes more easily to you on test day.

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## 1. Task Response

*Did I answer the question clearly & fully?*

- I **understood the question** type (opinion, discussion, advantages/disadvantages, problem/solution, etc.)

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- I **answered every part** of the question

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- My position is clear** from the beginning to the end

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- I **used relevant ideas** (not memorised or off-topic)

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- I **explained my ideas** clearly, not just listed them

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- I **used examples** that support my ideas

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- I **avoided repeating** the question in my introduction

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- I **wrote at least 250 words**

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## 2. Coherence & Cohesion

*Is my writing organised and easy to follow?*

- My essay **has a clear structure**.

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- Each paragraph **has one main idea**.

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- I **used topic sentences** to guide the reader.

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- My **ideas flow logically** from one sentence to the next.

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- I **used linking words** naturally and sparingly.

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- I **used referencing** (this, these, such) to avoid repetition.

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- My **paragraphs are balanced** in length.

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## 3. Lexical Resource

*Is my vocabulary clear, accurate and varied?*

- I used a **range of vocabulary** relevant to the topic.

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- I **avoided repeating** the same words too often.

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- My **synonyms sound natural**, not forced.

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- I **avoided informal language**.

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- I **avoided overly complex or unnatural words**.

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- I **checked for spelling mistakes**.

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- I **used collocations correctly**.

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## 4. Grammar Range & Accuracy

*Are my sentences varied & mostly correct?*

I used a mix of simple, compound and complex sentences.

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My grammar is mostly accurate.

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I checked for common errors (articles, plurals, prepositions).

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My sentences are clear and not overly long.

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I used punctuation correctly.

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I avoided run-on sentences.

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I used passive voice only when appropriate.

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## 5. Final Checks

*Before you finish your essay*

I checked my word count.

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I removed unnecessary repetition.

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My handwriting or formatting is clear.

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I left time to proofread.

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My essay feels clear, organised and relevant.

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