

also likely to have passed on to the next stage of the course and will have less incentive to relate your comments to what they originally wrote.

A lengthy turnaround time also encourages students to pay attention only to the grade achieved, neglecting the tutor comment as something related to an issue that is now well past. Long delays also suggest that the tutor has very little interest in the student's development and has a rather cavalier attitude to what constitutes academic good manners.

### Basic marking strategies

You should certainly take into account the *type* of writing you are marking. If a question calls for something in the nature of a personal response, then obviously a more relaxed and casual form of writing might be appropriate. If on the other hand the question deals with a serious issue in the field of philosophy, history, or literary criticism, then a more serious and academic tone is required. It is part of a tutor's role to encourage the development of the appropriate tone.

The form, layout, and language of discourse in an essay will vary according to the subject of study. Different disciplines have their own conventions. As a tutor you will normally be acquainted with these conventions as a result of your own experience, but when taking on teaching duties in a new institution you should make sure that you are acquainted with the codes of practice which normally obtain there (as well as the levels of achievement for grading purposes).

It is generally agreed that a good essay should normally have the following characteristics, which are ranked in their order of importance. An essay that is well written but which does not answer the question may be legitimately failed; and conversely one that is badly written but which deals with the issues required might be given a quite reasonable grade.

It is possible (though rather tiring) to award marks separately for achievement in each of these categories, but the majority of tutors will probably make a general estimation and arrive at a grade or mark which takes all of them into account together