

## Cambridge IGCSE™

MALAY
Paper 4 Writing
MARK SCHEME
Maximum Mark: 50

Published

This mark scheme is published as an aid to teachers and candidates, to indicate the requirements of the examination. It shows the basis on which Examiners were instructed to award marks. It does not indicate the details of the discussions that took place at an Examiners' meeting before marking began, which would have considered the acceptability of alternative answers.

Mark schemes should be read in conjunction with the question paper and the Principal Examiner Report for Teachers.

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## Cambridge IGCSE – Mark Scheme

#### PUBLISHED

#### **Generic Marking Principles**

These general marking principles must be applied by all examiners when marking candidate answers. They should be applied alongside the specific content of the mark scheme or generic level descriptors for a question. Each question paper and mark scheme will also comply with these marking principles.

#### GENERIC MARKING PRINCIPLE 1:

Marks must be awarded in line with:

- the specific content of the mark scheme or the generic level descriptors for the question
- the specific skills defined in the mark scheme or in the generic level descriptors for the question
- the standard of response required by a candidate as exemplified by the standardisation scripts.

#### **GENERIC MARKING PRINCIPLE 2:**

Marks awarded are always whole marks (not half marks, or other fractions).

#### **GENERIC MARKING PRINCIPLE 3:**

Marks must be awarded **positively**:

- marks are awarded for correct/valid answers, as defined in the mark scheme. However, credit is given for valid answers which go beyond the scope of the syllabus and mark scheme, referring to your Team Leader as appropriate
- marks are awarded when candidates clearly demonstrate what they know and can do
- marks are not deducted for errors
- marks are not deducted for omissions
- answers should only be judged on the quality of spelling, punctuation and grammar when these features are specifically assessed by the question as indicated by the mark scheme. The meaning, however, should be unambiguous.

#### GENERIC MARKING PRINCIPLE 4:

Rules must be applied consistently, e.g. in situations where candidates have not followed instructions or in the application of generic level descriptors.

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### **GENERIC MARKING PRINCIPLE 5:**

Marks should be awarded using the full range of marks defined in the mark scheme for the question (however; the use of the full mark range may be limited according to the quality of the candidate responses seen).

### **GENERIC MARKING PRINCIPLE 6:**

Marks awarded are based solely on the requirements as defined in the mark scheme. Marks should not be awarded with grade thresholds or grade descriptors in mind.

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## 3 General Marking Notes

## **3.1** Annotation of scripts in RM Assessor:

SECTION 1	Question 1	<ul> <li>Use big red tick ✓ to tick each correct answer. (Do <b>not</b> use the red cross for incorrect answers.)</li> <li>Place tick by the answer wherever it appears on the page.</li> <li>Activate 'show annotations count' so that you can see the number of times the tick has been awarded.</li> <li>Enter a mark out of 5 for Question 1 in the mark input box.</li> </ul>
		BEFORE MOVING ON TO QUESTION 2, PLACE THE <u>SEEN</u> STAMP AT THE BOTTOM OF THE BLANK PAGE TO INDICATE THAT YOU HAVE CHECKED IT.
	Question 2	Question 2 will be divided into 2C and 2L to allow separate marks to be awarded for Communication and Language.  Select 2C in the mark input box to award a mark out of 10 for Communication. (NB Any annotation that you add relating to the mark for Communication will only show when you have 2C selected in the mark input box.)  Use tick1, tick2, tick3, tick4 tick5 as appropriate to indicate the task that you are rewarding.  Place ticks for communication just above the end of the qualifying sentence/phrase.  For the additional points use big red tick ✓ to award up to 5 points.  RM Assessor adds up the total number of times Use tick1, tick2, tick3, tick4 tick5 and ✓ has been awarded; you add up these totals (to a maximum of 10) to give the mark  BEFORE MOVING ON TO AWARD THE MARK FOR LANGUAGE, CHECK THE PAGE THAT APPEARS AFTER THE SPACE WHERE THE CANDIDATE'S ANSWER IS WRITTEN. THERE MAY BE SOMETHING THERE WHICH NEEDS TO BE MARKED. PLACE THE SEEN STAMP AT THE BOTTOM OF THE PAGE TO INDICATE THAT YOU HAVE CARRIED OUT THE CHECK.  Select 2L in the mark input box to award a mark out of 5 for LANGUAGE. Enter a mark out of 5 for Language in the mark input box.

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#### SECTION 2 | Question 3

Each Question 3 ((a), (b) and (c)) will be divided into Com, Acc and RVA to allow separate marks to be awarded for Communication, Accuracy and Range/Variety/Appropriateness.

Check the script to see which question the candidate has answered.

#### Communication

- Select 3aC (or 3bC/3cC, as appropriate) in the mark input box. The mark scheme will identify 5 tasks for each Question 3 (please note that 'tasks' may not correspond to 'bullet points' on the question paper). In accordance with the mark scheme, award up to 2 ticks for each of these 5 tasks, if appropriate, as follows:
  - Task 1: award either one tick1 or two tick1
  - Task 2: award either one tick2 or two tick2
  - Task 3: award either one tick3 or two tick3
  - Task 4: award either one tick4 or two tick4
  - Task 5: award either one tick5 or two tick5

Where communication of the task is **not** achieved, do not annotate the script.

- For each task, reward the best attempt, but only reward a single attempt
- Place ticks for Communication just above the end of the qualifying sentence/phrase.
- Add up the number of ticks awarded (RM Assessor adds up the total number of times tick1 or tick2 or tick3 etc. has been awarded; you add up these totals to give the mark).
- Enter a mark out of 10 for Communication in the mark input box. (NB If you have selected 3aC, any annotation you add relating to the mark for Communication will only show when you have 3aC selected in the mark input box.)

BEFORE MOVING ON TO AWARD MARKS FOR LANGUAGE, CHECK ALL PAGES THAT APPEAR AFTER THE SPACE WHERE THE CANDIDATE'S ANSWER IS WRITTEN. THERE MAY BE SOMETHING THERE WHICH NEEDS TO BE MARKED. PLACE THE SEEN STAMP AT THE BOTTOM OF EACH PAGE TO INDICATE THAT YOU HAVE CARRIED OUT THE CHECK.

### **Accuracy of Grammar and Structures**

- Select 3aAcc (or 3bAcc/3cAcc, as appropriate) in the mark input box.
- Enter a mark out of 10 for Accuracy in the mark input box.

### Range/Variety/Appropriateness

- Select 3aRVA (or 3bRVA/3cRVA, as appropriate) in the mark input box.
- Enter a mark out of 10 for Range/Variety/Appropriateness in the mark input box.

After you have you have entered your marks for the question(s) that the candidate has answered, click on **COMPLETE** so that NR can be populated automatically for those questions that the candidate has not answered.

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- 3.2 Standardisation scripts: to be marked and submitted in the next 2 or 3 days. Your Team Leader will get in touch by phone or RM Assessor messaging system to provide feedback. Although you will be able to download about 20 live scripts once you have submitted your Standardisation scripts, you will not be able to submit marks for these scripts or download further scripts until your Team Leader has approved your marking.
- **3.3** Batch 1: 40% of your scripts to be marked by the date given.
- **3.4** Batch 2: all scripts to be marked by the date given.
- 3.5 Target: you will be set a target number of scripts to mark in RM Assessor. If a large Centre withdraws, you may not be able to reach your target.
- **3.6** Please send your Assistant Examiner report to your Team Leader by email by the date given.
- 3.7 Organising your work: You should aim to mark some scripts every day.
- **3.8** Feedback: Once the marking 'for real' starts, RM Assessor depends on your Team Leader being able to constantly monitor your marking. However they will not feedback to you as the most important thing is that you complete all your marking in a consistent way: that means that you apply exactly the same marking standard to the first candidates as you do to the last candidate you mark.
- **3.9** Grace period: Once you start live marking there is a period of about 5 days after submission of scripts (reducing as the 100% marking date approaches) in which examiners are able to change the marks awarded for these scripts. They will show as 'Pending' in your closed Worklist. To amend a script, open it from your 'closed items' amend the marks and close the script. There is no need to re-submit it.
- **3.10** Keeping your Team Leader informed: One aspect of the Team Leader's job is to monitor the progress of your marking and s/he will be concerned if there is no activity and will contact you about it. You should therefore keep your Team Leader informed if for any reason you will not be marking for a few days.

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### 4 General Marking Principles

### 4.1 Crossing out:

- (a) If a candidate changes his/her mind over an answer and crosses out an attempt, award a mark if the final attempt is correct.
- **(b)** If a candidate crosses out an answer to a whole question but makes no second attempt at it, mark the crossed out work.

# 4.2 For Questions 2 and 3, if the candidate has written an answer in the space provided for that purpose, you should ignore anything written anywhere else, unless:

- (a) there is an indication from the candidate that other material should be considered.
- **(b)** the candidate has continued their answer outside the space provided.
- (c) there is no answer in the space provided.

#### 4.3 Annotation used in the Mark Scheme:

(a) BOD = benefit of the doubt and is used to indicate that the Examiner has considered the answer/that part of the answer and judged it to be more correct than incorrect: the benefit of the doubt is given to the candidate and the mark is awarded.

## **4.4** No response and '0' marks

There is a NR (No Response) option in RM Assessor.

#### Award NR (No Response):

If there is nothing written at all in the answer space or

If there is only a comment which does not in any way relate to the question being asked (e.g. 'can't do' or 'don't know') or If there is only a mark which isn't an attempt at the question (e.g. a dash, a question mark).

#### Award 0:

If there is any attempt that earns no credit. This could, for example, include the candidate copying all or some of the question, or any working that does not earn any marks, whether crossed out or not.

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**4.5 Optional questions**: You must mark all questions attempted by the candidate. Where a question has not been attempted then NR must be entered. (For Question 3 only, after marking the question(s) the candidate has answered, NR is populated automatically when you click on 'Complete'.) Where the candidate attempts more than one of the alternatives in Question 3, RM Assessor will automatically only aggregate the candidate's best result.

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	PUBLISHED							
Question	Answer	Marks	Guidance					
Question 1								
Candidates a	are required to list 8 items in Malay. Read all the items the candidate has listed and awa	ard marks a	s follows:					
Select ti	ne most accurate items up to a maximum of 5. Award 1 mark for each, up to a ma	ximum of	5.					
Note; the pic	tures provided on the question paper are only suggestions. Accept any 5 things at a	clothing sh	10р.					
Answers sho	uld be marked for communication. Tolerate inaccuracies, provided the message is clea	ar:						
	bt, sound it out': if you read aloud what the candidate has written, does it sound like the ce test: does what the candidate has written look like the correct answer?	e correct an	swer?					
1	Accept all reasonable things candidate can see at a clothing shop.  1 each, max 5	5						
	kemeja							
	seluar							
	kerusi							
	cermin							
	Duit / wang							
	kasut							
	Kaunter bayar / bayaran / pembayaran / membayar							
	Tong sampah							
	penjual							
	Pen							

Pengawal keselamatan / pengawal

Question	Answer	Marks	Guidance
1	jam		
	jaket		
	Bilik persalinan / bilik salin / bilik salin pakaian		

Question	Answer	Marks	Guidance

#### Question 2

- Communication: award a mark out of 10, according to the instructions in 2.1
- Language: award a mark out of 5, according to the instructions in 2.2.
   2.1: award a mark out of 10 for Communication
- (i) Place the appropriate 'numbered' tick as close as possible to each relevant communication point.
- (ii) Award ticks flexibly across the tasks for each piece of relevant information conveyed, up to a maximum of 10. HOWEVER, each of the 4 tasks must be covered to get the 10 communication marks:
  - If 1 of the tasks is missing, the maximum communication mark is 9.
  - If 2 of the tasks are missing, the maximum communication mark is 8 (and so on).
- (iii) Add up the ticks to give a mark out of 10 for Communication.
- (iv) For COMMUNICATION, be tolerant of time frames/spelling (for spelling, use 'rules' in Question 1: look alike, sound alike, etc.).
- (v) <u>LISTS</u> = a maximum of 3 marks for communication: lists of 1–3 items = 1 mark; lists of 4 items = 2 marks; lists of 5–6 items = 3 marks
- (vi) Only reward each piece of information once.
- (vii) Do not penalise factual errors.

**Total marks for Communication: 10** 

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Question		Answer		Marks	Guidance
2	A favou	rite café / restaurant			
	Task	Accept	Annotate		
	1	Where is the café / restaurant? 1 mark for location of café/restaurant.	√1 √1		
	2	When was the first time you ate at the restaurant? REWARD: any reasonable response but must be time frame.	√2 √2		
	3	Why do you like the café / restaurant? REWARD: any reasonable response as to why candidate likes the place.	√3 √3		
	4	What do you like least about the café / restaurant? REWARD: any reasonable response as to why candidate doesn't like it.	√4 √4		
	5	Why? REWARD: any reasonable response why.	√5 √5		

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Question	Answer	Marks	Guidance	

## 2.2: award a mark out of 5 for Language

 Award a mark out of 5 for Language, according to the Grade descriptors in the table below (see Note on using mark schemes with Grade descriptors (last page of mark scheme)):

## **Grade descriptors for Language (Question 2)**

5	Straightforward vocabulary and structure. The style of writing is basic, but reasonably coherent. Use of a limited range of affixes, generally successful. More accuracy than inaccuracy.
4	Basic vocabulary and structure. Some awareness of affix usage, but inconsistent. The writing is sufficiently accurate for meaning to be conveyed.
3	Very basic vocabulary and structure. Little awareness of affix usage. Despite regular errors, the writing often conveys some meaning.
2	A few phrases or short sentences are accurate enough to be comprehensible. Very simple sentence structure.
1	Disjointed words or short phrases, one or two of them accurate enough to be comprehensible.
0	Nothing worthy of credit.

Total for Communication: 5 marks
Total for Language: 5 marks
Total for Question 2: 15 marks

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#### Question 3

Candidates answer 1 question from a choice of 3. Read the whole answer and award marks as follows:

- Communication: award a mark out of 10, according to the instructions in 3.1
- Language: award a mark out of 10 for Accuracy, according to the instructions in 3.2 award a mark out of 10 for Range / Variety / Appropriateness, according to the instructions in 3.3.

### 3.1 Generic mark scheme for Communication (Question 3):

- (i) There are 5 relevant communication points per question, each worth a maximum of 2 marks.
- (ii) For each relevant communication point, use the appropriate numbered tick and place up to 2 of these ticks as close as possible to each relevant communication point.

2 ticks	Message clearly communicated. Minor errors are tolerated.	
1 tick	Communication of some meaning is achieved, but the message may be ambiguous or incomplete.	
0 ticks	Nothing of worth communicated.	1

(iii) Add up the ticks to give a mark out of 10 for Communication.

**Total marks for Communication: 10** 

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Question		Answer		Marks	Guidance
3(a)	Letter a	bout moving house.			
	Task	Accept	Annotate		
	1	When did the process of moving start? Allow anything sensible, but time-frame. e.g. since a month ago, late, early.	√1 √1		
	2	Who helped your family to move? Allow anything sensible. e.g. professional movers, family and friends, hired help to pack, hired lorry.	√2 √2		
	3	What was your feeling throughout the moving process? Allow anything sensible, but expression / feeling. e.g. excited, happy, sad, tired.	√3 √3		
	4	In your opinion, what was the biggest challenge when moving? Allow anything sensible.	√4 √4		
	5	If you have to move again, what will you do to ensure a smoother / easier move? Allow anything sensible.	√5 √5		

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Question		Answer		Marks	Guidance
3(b)	Saving	water.			
	Task	Accept	Annotate		
	1	When did you hear the talk? Allow any answer sensible to answer when. Must be time frame.	√1 √1		
	2	Why is it important to appreciate water? Allow anything sensible.	√2 √2		
	3	In your opinion, why are there people who don't appreciate water? Allow anything sensible.	√3 √3		
	4	How does water shortage affect the daily life? Allow anything sensible.	√4 √4		
	5	What can the school do to teach students how to appreciate water? Allow anything sensible.	√5 √5		

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Question		Answer		Marks	Guidance
3(c)		an ranting dan daun-daun berterbangan di udara' – 'Twigs ing in the air.'	and leaves		
	Task	Accept	Annotate		
	1	How was the situation at that time? Allow anything sensible.	√1 √1		
	2	Who was with you at that time? Allow anyone reasonable but must be a person.	√2 √2		
	3	What was your reaction / reaction of the person with you? Allow anything sensible to describe / state reaction.	√3 √3		
	4	What actually happened? Allow anything sensible.	√4 √4		
	5	What advice can you give to someone experiencing the same incident? Allow anything sensible.	√5 √5		

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Question	Answer	Marks	Guidance
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## 3.2 – award a mark out of 10 for Accuracy of Grammar and Structures

Award a mark out of 10 according to the table below.

9–10	Highly accurate including in the correct use of affixes and classifiers and more complex structures with occasional minor slips.			
7–8	Accurate in the use of simple structures. Complex structures may contain occasional more serious errors / more frequent slips, which do not change the meaning.			
5–6	Displays some control of simple structures. Unsuccessful with more complex structures.			
3–4	Inconsistent, but a number of examples of accurate usage. (including the spelling)			
1–2	Substantially inaccurate, with only isolated examples of accurate usage.			
0	No examples of accurate usage.			

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Question	Answer	Marks	Guidance			
3.3 – award a mark out of 10 for Range, Variety and Appropriateness						
Award a mark out of 10 according to the table below.						
9–10	Apt use of a wide range of vocabulary. Able to use idiom appropriately (do not insist on t Confident use of a wide range of complex sentence patterns and structures.	he idiom).				
7–8.	Good range of vocabulary with little repetition. A positive attempt to introduce variety. Ambitious in use of a variety of complex sentence patterns.					
5–6	Some attempt to extend range of vocabulary but still rather repetitive. Shows some ability to produce syntax and structures appropriate to the task.					
3–4	Narrow range of vocabulary. Frequent repetition of common words.  Some attempt at more complex sentence patterns but errors occur even in common stru	ctures. Sor	me irrelevance.			
1–2	Very limited vocabulary. Very limited range of structures. Only very simple sentence patterns. Significant irrelevance.					
0	Nothing worthy of credit					

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Question Answer Marks Guidance	
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#### Note on using mark schemes with Grade descriptors

It is important that you award marks positively. In order to ensure that you reward achievement rather than penalise failure or omissions, you should start at the bottom of the mark scheme and work upwards through the descriptors when awarding marks.

You should adopt a 'best fit' approach. You must select the set of descriptors provided in the mark scheme that most closely describes the quality of the work being marked. As you work upwards through the mark scheme, you will eventually arrive at a set of descriptors that fits the candidate's performance.

When you reach this point, you should always then check the descriptors in the band above to confirm whether or not there is just enough evidence to award a mark in the higher band.

For example, when marking Question 3 you may find that a candidate uses a variety of relevant vocabulary but has varied success with more complex structures. In such cases, you will need to award a mark that takes into account both the strengths and weaknesses of the piece of work.

To select the most appropriate mark within each set of descriptors, use the following guidance:

- If most of the descriptors fit the piece (and after you have considered the band above), award the top mark in the band.
- If there is just enough evidence (and you had perhaps been considering the band below), award the lowest mark in the band.

#### Note on irrelevant material

In the case of a deliberately evasive answer which consists entirely of irrelevant material exploited in defiance of the rubric, a score of 0 is given. These are extremely rare. The genuine attempt to answer the question which fails due to a misunderstanding of the rubric will normally lose Communication marks but will score for Language. You should consult your Team Leader.

When part of an answer is clearly irrelevant, highlight it and do not consider it when deciding on the Language mark. (e.g. Highlight and do not consider for Language an introduction to a question consisting of an unwanted self-portrait on the lines of: *Hello, my name is X. I am 16. I live in* Y or letter etiquette where a letter is not required).

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