

# OGLEDNI TEST IZ VJEŠTINE PISANJA ZA RAZINU 2 I OBRAZLOŽENJA OCJENA OGLEDNIH ODGOVORA

## UPUTE ZA KANDIDATE

Ovaj dokument sadrži ogledni test iz vještine pisanja za razinu 2 prema HRVN STANAG 6001, kao i ogledne odgovore kandidata i obrazloženja dodijeljenih ocjena.

Svrha ovog dokumenta je pomoći kandidatima u razumijevanju vrste zadataka, kriterija ocjenjivanja i očekivane razine jezične sposobnosti za razinu 2 u vještini pisanja. Ogledna pitanja služe isključivo kao primjeri mogućih zadataka i ne predstavljaju jedine teme koje se mogu pojaviti na ispitu.

Na razini 2 od kandidata se očekuje da može napisati jednostavan i povezan tekst u svakodnevnim i rutinskim profesionalnim situacijama. Kandidat treba:

- prenijeti jasnu i razumljivu poruku
- opisivati događaje i situacije
- prepričati prošli događaj
- dati osnovna objašnjenja i informacije
- koristiti stil i organizaciju teksta primjeren zadatku (npr. kratka poruka, email, izvješće).

### Preporučuje se da kandidati:

- **najprije samostalno riješe zadatke** u predviđenom vremenskom okviru (70 minuta) i uz poštivanje preporučenog broja riječi
- **nakon toga prouče ogledne odgovore, ocjene i obrazloženja ocjena**
- usporede svoje odgovore s oglednim primjerima te obrate pozornost na:
  - izvršenje svih komunikacijskih zahtjeva iz zadatka
  - jasnoću i organizaciju teksta
  - povezanost rečenica i odlomaka
  - prikladnost stila i registra
  - raspon i točnost vokabulara i gramatičkih struktura
  - učestalost pogrešaka i njihov utjecaj na razumljivost teksta.

Kandidatima se savjetuje da tijekom pripreme vježbaju pisanje različitih vrsta tekstova bez unaprijed pripremljenih predložaka te da posebnu pozornost obrate na jasnoću izražavanja i izvršenje svih zahtjeva zadatka.

Upozoravamo da su prikazani autentični primjeri odgovora kandidata u kojima jezične pogreške nisu ispravljane. Ogledni odgovori služe isključivo kao ilustracija različitih razina uspješnosti i ne predstavljaju jedine moguće prihvatljive odgovore na ispitu.

**Napomena:** Na zadacima za razinu 2 kandidat može biti ocijenjen razinom 2 ili razinom 1+, ako ne pokaže dovoljno stabilnu kontrolu jezika i organizaciju teksta potrebnu za razinu 2.

## OPIS JEZIČNIH RAZINA ZA VJEŠTINU PISANJA

*skraćeni prijevod izvornog dokumenta STANAG 6001 Ed.5*

<b>0</b>	Kandidat nije sposoban pisati na stranom jeziku.
<b>0+</b>	Kandidat može napisati samo brojeve, datume, ime, nacionalnost, adresu, kao npr. u obrascu. Osim toga, može napisati samo upamćene fraze, uobičajene izraze ili nekoliko kratkih rečenica. Pisanje rečenica najčešće je neuspješno.
<b>1</b>	Kandidat pisanjem može zadovoljiti najosnovnije potrebe, tj. napisati popis, kratku poruku, kratko osobno pismo te ispuniti obrazac. Pisanje je uglavnom skup nepovezanih rečenica ili dijelova rečenica o zadanoj temi. Može prenijeti glavnu misao pišući kratke, jednostavne rečenice spojene uobičajenim veznicima. Pogreške u vokabularu, gramatici i pravopisu su česte.
<b>1+</b>	Kandidat može napisati kratke poruke i osobna pisma, jednostavne osobne i uobičajene poslovne dokumente. Donekle je sposoban napisati upute, opisati ljude, mjesta i stvari i prepričati događaje. Također donekle uspijeva povezati nekoliko rečenica u odlomak. Jednostavne strukture i osnovni gramatički odnosi često su netočni. Vokabular može biti neprecizan, osim kod najučestalijih riječi. Pogreške u vokabularu, gramatici i pravopisu mogu ponekad onemogućiti komunikaciju.
<b>2</b>	Kandidat može napisati tekstove osobne i poslovne prirode (npr. osobna pisma, memorandume ili kratka izvješća). Sposoban je izraziti činjenice, dati upute, opisati ljude i mjesta te prepričati sadašnje, prošle i buduće događaje koristeći cjelovite, ali jednostavne odlomke. Pokazuje dobru kontrolu nad jednostavnim gramatičkim strukturama, a netočno koristi ili izbjegava složenije strukture. Korištenje vokabulara je prikladno za svakodnevne teme i rutinske potrebe na radnom mjestu. Piše na način koji uglavnom odgovara situaciji. Pogreške u vokabularu, gramatici i pravopisu mogu ponekad iskriviti značenje.
<b>2+</b>	Kandidat može napisati relativno koherentne formalne i neformalne tekstove povezane sa svakodnevnim, društvenim i općim stručnim temama. Sposoban je organizirati i detaljno izložiti ideje u stručnoj domeni na način koji je često, ali ne i uvijek prihvatljiv izvornom govorniku. Vrlo detaljno opisuje, pripovijeda o događajima, navodi činjenice, uspoređuje i daje upute. Manje učinkovito podupire mišljenje i pojašnjava detalje. Može pisati o apstraktnim temama, ali nedosljedno koristi složene jezične izraze. Donekle je sposoban složiti niz odlomaka u duži tekst poput eseja, ali organizacija i razvoj ideja nisu uvijek jasni. Neprecizan vokabular i pogrešno korištenje složenih gramatičkih struktura i veznika ponekad će onemogućiti dosljednu argumentaciju.

<b>3</b>	Kandidat može napisati učinkovite formalne i neformalne tekstove povezane sa svakodnevnim, društvenim i stručnim temama. Uspješno iznosi apstraktne ideje u pisanju o složenim temama pri čemu su ideje i popratni detalji jasni i povezani. Upotrebljava širok spektar jezičnih vezivnih elemenata. Koristi prikladan stil i registar za komentiranje, analizu, detaljno objašnjenje, opis, pripovijedanje ili raspravljavanje na zadanu temu u obliku eseja. Točno prenošenje poruke rezultat je dobre kontrole nad složenim gramatičkim strukturama, vokabularom i pravopisom. Pogreške se pojavljuju povremeno i ne ometaju značenje.
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**HRVN STANAG 6001**  
**ISPIT IZ ENGLESKOG JEZIKA**

**ISPITNA PITANJA IZ VJEŠTINE PISANJA**  
**RAZINA 2**

Ovdje upišite svoju zaporku:

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Test traje 70 minuta i sastoji se od tri zadatka.

**Svi kandidati** obvezni su odgovoriti na **sve zadatke**.

Molimo ne potpisivati tekstove svojim imenom.

**Kriteriji ocjenjivanja:** Vaši radovi bit će ocijenjeni temeljem 4 kriterija:

SADRŽAJ, ORGANIZACIJA, GRAMATIKA I VOKABULAR.

**PRIČEKAJTE DA ADMINISTRATOR OBJAVI POČETAK ISPITA.**  
**SVI KANDIDATI ISTODOBNO OTVARAJU KNJIŽICU I POČINJU RJEŠAVATI**  
**ZADATKE.**

Datum: \_\_\_\_\_

### TASK 1

You are attending a language course abroad, and you realize that you will be late to class tomorrow morning. Write a short e-mail to the teacher in which you:

- apologize and explain why you will be late to class tomorrow
- explain what you will do about the work you miss.

Your text should be between 30 and 50 words long.

### TASK 2

There is an interesting event (festival/concert/etc.) taking place in your town/region this summer. Write an email to your English-speaking friend in which you:

- explain why your friend should visit you and attend this event
- describe in detail something interesting that happened at this event in the past.

Your text should be between 150 and 250 words long.

*Note that the intended reader is a friend of yours.*

### TASK 3

You are on a mission abroad. A delegation visited your unit last week. You were in charge of preparing for the visit. Write a report to your commander in which you:

- explain how you prepared for the visit
- describe the visit in detail
- mention the lessons learned.

Your text should be between 150 and 250 words long.

*Note that the intended reader is your superior.*

### TASK 1

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## OGLEDNI ODGOVORI IZ VJEŠTINE PISANJA ZA RAZINU 2 I OBRAZLOŽENJA OCJENA

### Primjer A – Razina 2

#### TASK 1

*Dear teacher,*

*I am sorry, but I will be late to class tomorrow, because I have an appointment at dentist. I will contact my colleagues about the homework and work I missed.*

*Thank you for understanding!*

*Best regards,*

#### TASK 2

*Dear Ana,*

*I hope you are well. Thank you for your last e-mail. It was really nice to hear from you.*

*I have a great idea. What do you think about visiting me in XXXXX this summer? XXXXX is famous for it's Roman's Festival which take place every first week in August. It would be great if you could come!*

*Last year the Festival was really awesome, and many tourists enjoyed in the event. I really had a great time there. There were a lot of street performers, actors, gladiators, Roman soldiers, and, there was, of course, Julius Cesar, himself. I had opportunity to buy homemade cakes, taste local wine and enjoy the atmosphere which was memorable. Can you imagine beautiful scenery by the sea with hundreds of candels shining and no artificial light? Only thing I didn't like were mosquitos, but this time I will definitely bring a reppellent spray with me!*

*Please, let me know if you are interested as soon as possible!*

*Look forward to hearing from you soon!*

### TASK 3

Dear ...

*I hope things have been good for you. I'm sorry I haven't written before but I was really busy with preparations regarding very important visit of... delegation to my unit last week.*

*A delegation arrived at 8.00 a.m and after a short welcome meeting with commander of my unit they visited training area. I had organized for them lunch in our Mess, which, I must say, was really delicious. What's more, they wanted to see and meet our chef! After lunch they had a meeting which was really fruitful. At the end of the visit delegations exchanged the presents and took a formal photo.*

*Although a delegation stayed with us only for a five hours, my preparations lasted five days. I had to arrange the accommodation, transportation from the airport, lunch in the resoran, and even the ppt presentation. Everything went well, but I wish I had more time. Next time I will start my preparations at least two weeks before the event.*

*Well, that's all from me for now.*

*I hope to hearing from you soon.*

*Best regards,*

### OBRAZLOŽENJE OCJENE

Kandidat u sva tri zadatka izvršava komunikacijske zahtjeve i proizvodi tekst odgovarajuće duljine i funkcije, što odgovara razini 2.

U Zadatku 1 jasno prenosi sve tražene elemente (isprika, razlog kašnjenja i plan nadoknade), uz manju gramatičku pogrešku („*at dentist*”), ali poruka ostaje potpuno razumljiva. U Zadatku 2 kandidat uspješno upućuje poziv i opisuje događaj, uz dovoljno detalja i logičan slijed (opis festivala, vlastito iskustvo, dodatne aktivnosti), iako se javljaju netočnosti poput „*enjoyed in the event*”, „*Roman's Festival which take place*”. U Zadatku 3 kandidat opisuje pripreme i tijek posjeta, čime zadovoljava zahtjeve zadatka, iako tekst formalno više nalikuje pismu nego izvješću („*I hope things have been good for you*”), a pojedine formulacije su neprecizne („*I had organized for them lunch*”, „*at the end of the visit*”).

Kandidat pokazuje ograničen, ali funkcionalan raspon vokabulara i gramatičkih struktura. Prisutan je pokušaj raznovrsnijeg izražavanja („*street performers, gladiators, Roman soldiers*”, „*fruitful meeting*”, „*arrange the accommodation*”), ali uz poneke pogreške u pravopisu („*realy*”, „*enyoj*”, „*reppellent*”, „*resoran*”), kao i u kolokacijama. Gramatičke pogreške su rijetke i ne ometaju razumijevanje. Tekst je u cjelini povezan na osnovnoj razini i ideje su logički organizirane. Unatoč nekim ograničenjima, kandidat uspijeva prenijeti poruku i napisati jednostavan i lako razumljiv tekst, što je u skladu s karakteristikama razine 2.

## Primjer B – Razina 2

### TASK 1

*Hello Mrs. Morrison, it's your student Ivan from Croatia. I sincerely apologise for the missing your tomorrow morning class, my flight was delayed due to weather conditions.*

*I will stay longer on Friday to catch up the lessons.*

*thank you for your understanding.*

### TASK 2

*Hi Mark, it's me, your friend Ivan from Croatia.*

*How are you? The reason why I'm contacting you is because of this year festival, Ultra music, which is taking place in Split for the first three days and then it's moving to island Hvar (which is beautifull) for the last 4 days. I hope that you had your best memories from last year's festival because I think that it was awesome and that we should do it again ;). Remember when we helped to that group of Germans by jumpstarting them their car? It felt so good to help someone who is in trouble. I should probably contact them too to check if they are also arriving this year, hopefully with new car ha-ha. Sorry for the long message but I really hope that you will be free to come this July. Anyway, feel free to contact me anytime so we can arrange everything on time.*

*Best regards from sunny XYZ*

### TASK 3

*To: Captain Price*

*Hello sir, it's Lieutenant Davis from the 167 airborne division stationed here, in Kabul. I'm reporting to you that today we had a visit here in base from delegation of Joint Forces Center. The delegation seemed satisfied with shown skills and preparedness of our unit. For the last five day we conducted several rehearsals, which contained planning for attack on enemy bunkers which was shown in sandbox and then in live-fire exercise in our shooting house. The superiors said that the unit showed high maneuverability and skill to act in tactical situations communicating only with hand signals. I must say that I'm proud of guys for doing it in most professional way. There is only one thing that I would like to change for the next time and that is time for preparation.*

## OBRAZLOŽENJE OCJENE

Kandidat u sva tri zadatka izvršava komunikacijske zahtjeve i proizvodi tekst odgovarajuće duljine i funkcije, što odgovara razini 2.

U Zadatku 1 prenosi sve tražene elemente (ispriku, razlog i plan nadoknade), iako uz nespretnu formulaciju „*apologise for the missing your tomorrow morning class*”. U Zadatku 2 kandidat uspješno upućuje poziv i razvija opis događaja uz osobne elemente i dodatne detalje („*Remember when we helped...*”, „*festival... in Split and Hvar*“). U Zadatku 3 kandidat opisuje posjet delegacije i pripreme, uz jasan slijed događaja i zaključak („*There is only one thing that I would like to change...*”), iako stil nije u potpunosti primjeren izvješću („*I must say that I'm proud of guys*”).

Kandidat pokazuje ograničen, ali funkcionalan raspon vokabulara i struktura. Prisutan je pokušaj korištenja složenijih izraza („*manoeuvrability*”, „*tactical situations*”, „*live-fire exercise*”), ali uz česte pogreške u pravopisu i gramatici („*leutenant*”, „*prepairedness*”, „*for the last five day*”). Rečenične strukture su ponekad nespretne ili nepotpune, no značenje u većini slučajeva ostaje jasno. Unatoč pogreškama, kandidat uspijeva prenijeti poruku i napisati jednostavan, razumljiv tekst, što je u skladu s karakteristikama razine 2.

## Primjer C – Razina 1+

### TASK 1

*Dear Teacher, I am sorry for being late to your class tomorrow, because my hotel is in the eastern part of city and isn't good traffic connected to your school.*

*I will take a taxi, during the drive I will write some notes in order to make a presentation for my group about topic which you gave us to do it.*

*Your, David*

### TASK 2

*Hi Susan*

*How are you? I inform you about an interesting event which is taking place in my town. I would be happy that you can join us and get some real impression („from the first hand” how can we used to say about are way of life. Of course the main reason I write you is a about the traditional music festival which has been organized in our town for 11 (eleven) years. It is about our traditional authentic songs. Mostly they are twenty performers and judges with public votes have to decide which perform is the best. The festival has three nights but only one is competition night. The other two nights are for playing old-fashioned hits from previous years. At the end of final ceremony the musicians, song writers, singers, along with visitors are gathering together and go to the centre of town for having after party which includes (eating fish, drinking domestic wines) where they stay all night. You'll see. It will be great.*

*See, you soon.*

*David*

### TASK 3

*Dear Sir!*

*We are ready for a delegation visit. Our unit did everything you hav been asked of us. in order to get best remarks and to avoid negative opinions. We have daily briefings in which we minimized risks of not solved tasks with our subordinates. All brances were included. We planned that visitors first go to barracks, see where soldiers were stayed, after we shall walk with visitors through the restoran where they can probe are meals and get some feelings of soldier live.*

*When we came to classroom we 'Il told them about the responsibilities, area enemies and stuff we have want from them to put in report that can we enforce our goods, weapons and knowledge.*

*Sincerely yours*

## OBRAZLOŽENJE OCJENE

Kandidat u sva tri zadatka djelomično izvršava komunikacijske zahtjeve, ali uz česte probleme u jasnoći izraza, što odgovara razini 1+.

U Zadatku 1 prenosi osnovnu poruku (isprika i razlog kašnjenja), ali formulacije su nespretne i gramatički netočne, npr. „*isn't good traffic connected*” i „*which you gave us to do it...*”. U Zadatku 2 pokušava razviti opis događaja, ali ne opisuje prošli događaj kao što je traženo u zadatku. Tekst je slabije organiziran i teško razumljiv zbog nejasnih ili nelogičnih izraza poput „*how can we used to say about are way of life*” ili „*go to the centre of town for having after party*”. U Zadatku 3 kandidat pokušava napisati izvješće, ali razvoj ideja je vrlo ograničen i često nepovezan, s netočnim formulacijama kao što su „*we minimized risks of not solved tasks*”, „*see where soldiers were stayed*” i „*area enemies and stuff we have want from them*”, koje otežavaju razumijevanje.

U jezičnom smislu kandidat pokazuje vrlo ograničen raspon vokabulara i struktura, uz česte pogreške koje ponekad ometaju komunikaciju. Gramatičke pogreške su brojne i uključuju pogrešan red riječi, nepravilne glagolske oblike („*you hav been asked of us*”) i neslaganje u rečenici. Iako se osnovna poruka u pojedinim dijelovima može razumjeti, ukupna komunikacijska učinkovitost je ograničena, a tekst ne pokazuje stabilnu kontrolu ni na razini jednostavnog povezanog pisanja. To je u skladu s karakteristikama razine 1+, gdje kandidat može prenijeti osnovne informacije, ali uz ograničenu jasnoću i česte jezične poteškoće.

## Primjer D – Razina 1+

### TASK 1

*Good afternoon teacher, I'm sorry for disturbing you but I need to inform you that I will be late to class tomorrow a couple minutes. Reason why I will be late is my dog. She need her medicine in 7am.*

*Thanks for understanding, with respect x*

### TASK 2

*Hello my dear friend, we did not see each other in a year. Soon in my town will be a festival named XYZ. That is great ocassion for you to come and visit me. I know that you love listening Dalmatino and Petar Grašo, they will be there! We can go mountain climbing with a grup of people that go every year, the rute was long 15 kilometers and it is not hard to walk. Also we can go on rafting boat and explore our beautiful river. It is very clean river and clear so you can see fish on the bottom. After that I can take you in our caffe, with coffe you can buy a delicious cake, my favorite is jaffa, I reccomend it.*

*Did you know that in 2019. year on this festival come in our city about 50 000 people? The city was crowded, they did not expect so much people. But it was beautiful to see our city full of turists. I hope someday it will happend again. Write a date 06.06.2025. And I hope I see you.*

*With love, your x*

### TASK 3

*Mr. Commander, as you know last week we are visited by delegation. 3 weeks before that we start with preparations.*

*In first week my crew cleaned and fixed everything about our vehicles. Other soldiers cleaned spaces where they work and our storage. In second week we cleaned sports yard and cutting grass and bushes, so it looks clean. In last week we checked everything to be sure we did not miss something. I did my administration job and sort everything about that in order.*

*The visit went very well, they checked our viachles and other aquipment like rifles, guns and technology we have. There was only one problem, we made a mistake while counting bullets, they count more that I was record to them. Next time I will check two or more times until I'm sure.*

*I hope you are pleased with report and job we did.*

*With respect, x*

## OBRAZLOŽENJE OCJENE

Kandidat u sva tri zadatka djelomično izvršava komunikacijske zahtjeve, ali uz česte probleme u jasnoći izraza, što odgovara razini 1+.

U Zadatku 1 prenosi osnovnu poruku (isprika i razlog kašnjenja), ali formulacije su nespretne i gramatički netočne, npr. „*I will be late to class tomorrow a couple minutes*” i „*She need*”. U Zadatku 2 kandidat pokušava uputiti poziv i opisati aktivnosti, ali tekst je slabo organiziran, s nizom nepovezanih rečenica i nepreciznih izraza poput „*Soon in my town will be a festival*”, „*the rute was long 15 kilometers*” i „*with coffe you can buy a delicious cake*”. Također dolazi do miješanja glagolskih vremena („*in 2019. year...come*”, „*will happend*”), što dodatno otežava razumijevanje. U Zadatku 3 kandidat opisuje pripreme i tijek posjeta, ali uz netočne formulacije kao što su „*we are visited by delegation*”, „*cutting grass and bushes, so it looks clean*” i „*they count more that I was record to them*”.

Kandidat pokazuje vrlo ograničen raspon vokabulara i struktura, uz česte pogreške koje povremeno ometaju komunikaciju. Gramatičke pogreške uključuju pogrešne glagolske oblike („*...we are visited by delegation. 3 weeks before that we start with preparations*”), nepravilnu strukturu rečenice i izostavljanje potrebnih elemenata. Leksičke pogreške i pravopis („*rute*”, „*reccomend*”, „*viachles*”) dodatno utječu na točnost izraza. Iako je osnovna poruka u većini dijelova razumljiva, kandidat ne pokazuje sigurnu kontrolu ni na razini jednostavno povezanog teksta, a povezanost između rečenica ostaje ograničena. Takvo pisanje odgovara karakteristikama razine 1+, gdje se informacije mogu prenijeti, ali uz česte poteškoće u jasnoći i izražavanju.