

Social Responsibility Survey

Assessment Task

Survey on social responsibility (Pair activity) (LO3 AS2)

Work with a partner and do a quick survey of social responsibility programmes in your local area. List the ones you can identify. Then choose one and research the programme. Write a report about the programme. Use the report format below for your report. [15 marks]

Report writing format

Your report should contain the headings below in bold (if typed) and underlined (if handwritten). The section between the 'Introduction' and 'Conclusion' forms the main body of your report.

Title

Choose a short, meaningful title, in this case: Corporate social responsibility programme in _____ (write your community or town's name)

Summary

Summarise the main points, main conclusions and recommendations. Keep your summary short. (Although your summary appears below the title, you should write it last.)

Introduction

State the purpose of your report, i.e. that you are investigating a corporate social responsibility programme in your area.

Problem and theory

Explain the problem you are investigating. Explain any theory that applies to the problem. (E.g.: Companies engage in social responsibility programmes to give back to the community and to generate positive PR.) Define your key concepts, e.g. 'social responsibility' and 'public relations'.

Method and results

Explain the method(s) you are using to obtain your information. State what your findings are. Include any tables, diagrams and graphs you may be using to record your findings.

Discussion

Assess your findings. (E.g.: State whether you obtained all the information you had set out to obtain. State whether further investigations are necessary.) Indicate what actions the business that you are investigating takes regarding social responsibility.

Conclusion

Summarise your findings. Explain the importance of your findings.

Teacher assessment rubric: report

Criteria					Marks
Format of report [Marks out of 5]	The learner followed the format provided exactly. [5 marks]	The learner mostly followed the format provided. [4 marks]	The learner sometimes followed the format provided. [3 marks]	The learner did not follow the format provided. [1-2 marks]	
Information contained in report [Marks out of 5]	The learner included all the relevant points in the report. [5 marks]	The learner included most of the relevant points in the report. [4 marks]	The learner included some of the relevant points in the report. [3 marks]	The learner left out most of the relevant points in the report. [1-2 mark]	

Language use in report [Marks out of 5]	Excellent language usage with no mistakes. Own words used. [5 marks]	Good language usage with only a few mistakes (fewer than five). Own words mostly used. [4 marks]	Acceptable language usage with more than five mistakes. Some sentences are copied from the lesson. [3 marks]	Little attempt to use correct language or no attempt to use own words. [1-2 marks]	
Total marks out of 15:					

Level 4: 11-15 marks (70–100%) – Outstanding

Level 3: 7-10 marks (50–69%) – Achieved

Level 2: 5-6 marks (35–49%) – Partially achieved

Level 1: 1–4 marks (1–34%) – Not achieved