Passage.

An important part of management is the making of rules. As a means of regulating the functioning of an organisation so that most routine matters are resolved without referring each issue to the manager they are an essential contribution to efficiency. The mere presence of carefully considered rules has the double-edged advantage of enabling workers to know how far they can go, what is expected of them and what channels of action to adopt on the one side, and, on the other, of preventing the management from the behaving in a capricious manner. The body of rules fixed by the company for itself acts as its constitution, which is binding both on employees and employers, however, it must be remembered that rules are made for people, not people for rules. If conditions and needs change rules ought to change with them. Nothing is sadder than the mindless application of rules which are out-date and irrelevant. An organisation suffers from mediocrity if it is too rule-bound. People working in will do the minimum possible. It is called "working to rule or just doing enough to ensure that rules are not broken. But this really represents the lowest level of the employer/employee relationship and an-organisation afflicted by this is in an unhappy condition indeed. Another important point in rule-making is to ensure that they are rules which can be followed. Some rules are so absurd that although everyone pays lip-service to them, no one really bothers to follow them. Often the management knows this but can do nothing about it. The danger of this is, if a level of disrespect for one rule is created this might lead to an attitude of disrespect for all rules. One should take it for granted that nobody likes rules, nobody wants to be restricted by them, and, given a chance, riots people will try and break them. Rules which cannot be followed are not only pointless, they are actually damaging to the structure of the organization.

words = 340

my words = 113

1/3rd

Suitable Titles

1. Flexible Rules rather rigid
2. Rules and Respect
3. Importance of Rules for Organization
4. Rules: Backbone of Civilization Organization

73

Rules making is important for every organiza tion. Rules set boundaries for every employee about his/her expectation and duties. For a company, rules are like constitutions which is important to be followed by everyone but rules must be flexible rather rigid. There must be some space for changing them. Such rules are required which can be easily followed. But sometimes; even people triys their best but failed to follow them. Rules which are not be able to be followed are useless and it bring disrespect to all other rules also and destroys the structure of Organization as well.

THIS SENTENCE MAKES NO SENSE

GRAMMAR ISSUE HERE

SENTENCE STRUCTURE

Words : 99

Words In original para: xyz
words in precise : 99

CamScanner

Remarks by Examiner

In main précis

		Yes	No
1.	Main idea is picked	☑	☐
2.	Main aspect(s) of an idea is/are covered		☑
3.	Written in student's own language structure	☑	☐
4.	Cohesion/rhythm/orgnization needs improvement		☑
5.	Spelling(s) mistakes are found	☑	☐
6.	Need for improvement in grammar	☑	☐
7.	Is length per Requirement?	☑	☐

In Title

		Yes	No
1.	Title matches with précis/main idea	☑	☐
2.	Language of title is weak/incorrect		☑
3.	Length of title as per standard	☑	☐

Marks

Main Précis: _____ /15 .   Title: _____ /5

Remarks

MAIN idea is picked but the 2nd half of the precise is not satisfactory
basic grammar and sentence structure issue
be clear and to the point no need to explain
need improvement