

Solutions

2.1 Chen owns the checked totals; Wei's findings need them. Accept the report findings, not an unrelated task.

2.2 The checked totals had not arrived at 16:20 after the 16:00 deadline. Laziness or inevitable whole-report failure was not established. No reason had yet been recorded at that point.

2.3 Event: the checked totals were due at 16:00 and are missing. Effect: the findings depend on them. Request: identify what is ready and when the checked file can arrive. The question invites information rather than diagnosing a motive.

2.4 Chen can download the list at 16:40; twenty minutes of checking reaches 17:00; Wei is available to start at 17:10, after the revised handover. The later recorded delivery and receipt confirm the handover actually happened; an agreement alone would not prove that.

3.1 Award 2 per claim: correction linked to evidence, relevant check. An assigned owner is a plan: compare the actual delivery with the recorded handover. Sending proves delivery, not accurate counting: compare entries and duplicates with the raw list, as the team did. Correct counts do not establish a finished accurate report: check the findings against the totals and complete the section reviews before submission. Accept equivalent specific checks; do not credit a promised success as evidence.

3.2 Local analytic rubric, $8 \times B1$: missed handover; findings dependence; unsupported judgement corrected; agreed revision; observed delivery/receipt; checked counts and final-report limit; specific next task with recorded accuracy check; coherent truthful 80–110 word review. Example: "The checked totals missed Wednesday's 16:00 handover, so I could not draft the findings from checked figures. I called Chen lazy without knowing the reason. After asking what was ready, we agreed a 17:00 handover and recorded that I could start at 17:10. Chen sent the file at 17:00 and I confirmed receipt. Comparing it with the raw list supported twelve entries, three duplicates and nine unique responses. This does not prove the final report is ready. Before Thursday's draft deadline I will compare its figures and claims with the checked totals and record corrections for the group's section review."