

Mark scheme

Paper 4

September 2021 to August 2022

Pearson Edexcel Functional Skills  
qualifications in English at  
Entry 2 – Writing

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## Entry 2: Writing mark scheme

### Paper 4

#### Guidance and instructions for using the mark scheme

- Mark crossed-out work if it is legible and has not been replaced.
- If the answer is clearly given, accept it even if it is not in the answer space.
- Indicate the marks for each question clearly on each candidate's question paper. For Questions 4 and 5, insert the marks for individual criteria into the boxes at the bottom of the question paper.

Question	Target	Answers	Mark
<b>1</b>	<b>E2.15</b>	<b>school</b> <b>seven</b> <b>small</b> <b>still</b> Award <b>1</b> mark for all four words written in the correct alphabetical order. <b>Do not</b> penalise spelling errors that occur after the second letter of each word.	<b>1</b>

Question	Target	Answers	Mark
<b>2</b>	<b>E2.14</b>	<b>watches</b> <b>apples</b> Award <b>1</b> mark for each correct plural. No spelling errors allowed.	<b>2</b>

Question	Target	Answers	Mark
<b>3 (a)</b>	<b>E2.13</b>	<b>What time does the bus come?</b> Award <b>1</b> mark for adding the question mark. Award no marks if other punctuation or capitalisation added, or if initial capital omitted. Do not penalise other copying errors.	<b>1</b>

Question	Target	Answers	Mark
<b>3 (b)</b>	<b>E2.13</b>	<b>Rafa is from Spain.</b> Award <b>1</b> mark for capitalising 'Spain'. Award no mark if other punctuation or capitalisation added, or if initial capital or full stop omitted. Do not penalise other copying errors.	<b>1</b>

<b>Question</b>	<b>Target</b>	<b>Composition criteria</b>	<b>Mark</b>
<b>4</b>	<b>E2.18</b>	For the top half of the form: <ul style="list-style-type: none"> <li>award <b>3</b> marks for all information correct</li> <li>award <b>2</b> marks for five pieces of correct information</li> <li>award <b>1</b> mark for four pieces of correct information.</li> </ul> To count as a piece of correct information, no spelling errors are allowed.	<b>3</b>
	<b>E2.17</b>	For the lower half of the form. Award <b>1</b> mark each for stating: <ul style="list-style-type: none"> <li>how often they shop at the supermarket (1)</li> <li>how many people they do the shopping for (1)</li> <li>what food they buy at the supermarket (1)</li> <li>what other things they buy at the supermarket. (1)</li> </ul>	<b>4</b>
	<b>Target</b>	<b>SPaG criteria</b>	<b>Mark</b>
	<b>E2.13</b>	Award <b>1</b> mark for no more than <b>four</b> punctuation errors relating to capital letters, full stops or question marks.  Award no marks for E2.13 if candidates have written fewer than three sentences.	<b>1</b>
	<b>E2.16</b>	Award <b>1</b> mark for correct spelling. Allow <b>two</b> errors.  Award no marks for E2.16 if candidates have written fewer than three sentences.	<b>1</b>
<b>Total for question</b>			<b>9</b>

Question	Target	Composition criteria	Mark							
<b>5</b>	<b>E2.17</b>	Award <b>1</b> mark each for stating: <ul style="list-style-type: none"> <li>• where they went (1)</li> <li>• who was with them (1)</li> <li>• what they did (1)</li> <li>• what they liked about the weekend. (1)</li> </ul> For E2.17, marks should be awarded if the information has been communicated in a way that can be understood. Errors that do not detract from this should not be penalised.	<b>4</b>							
	<b>E2.19</b>	Award <b>1</b> mark for each compound sentence that uses a conjunction appropriately to join clauses, up to a maximum of <b>2</b> marks. Use of complex sentences (e.g. including conjunctions such as <i>when, if, after</i> ) should also be accepted.	<b>2</b>							
	<b>E2.20</b>	Award <b>1</b> mark each for appropriate use of: <ul style="list-style-type: none"> <li>• at least one adjective (1)</li> <li>• at least one linking word. (1)</li> </ul>	<b>2</b>							
	<b>Target</b>	<b>SPaG criteria</b>	<b>Mark</b>							
	<b>E2.13</b>	<table border="1"> <thead> <tr> <th>Marks</th> <th>Descriptor</th> </tr> </thead> <tbody> <tr> <td>2</td> <td>No more than <b>two</b> punctuation errors relating to capital letters, full stops or question marks.</td> </tr> <tr> <td>1</td> <td>No more than <b>four</b> punctuation errors relating to capital letters, full stops or question marks.</td> </tr> <tr> <td>0</td> <td><b>Five</b> or more punctuation errors.</td> </tr> </tbody> </table> Award no marks for E2.13 if candidates have written fewer than three sentences.	Marks	Descriptor	2	No more than <b>two</b> punctuation errors relating to capital letters, full stops or question marks.	1	No more than <b>four</b> punctuation errors relating to capital letters, full stops or question marks.	0	<b>Five</b> or more punctuation errors.
Marks	Descriptor									
2	No more than <b>two</b> punctuation errors relating to capital letters, full stops or question marks.									
1	No more than <b>four</b> punctuation errors relating to capital letters, full stops or question marks.									
0	<b>Five</b> or more punctuation errors.									
<b>E2.16</b>	Award <b>1</b> mark for correct spelling. Allow <b>two</b> errors.  Award no marks for E2.16 if candidates have written fewer than three sentences.	<b>1</b>								
<b>Total for question</b>			<b>11</b>							

Question	Target	Answers	Mark
<b>6</b>	<b>E2.16</b>	(a) forty (b) break (c) one (d) always (e) country (f) interest (g) strange (h) bare (i) height (j) unsure  Award <b>1</b> mark per correct spelling. Words copied wrongly must be marked as incorrect. Do not penalise incorrect capitalisation.	<b>10</b>
<b>Total marks for paper</b>			<b>35</b>
<b>Pass mark</b>			<b>24</b>

### Question targeting key: DfE subject content statements

DfE subject content statement	Where assessed	Marks available
<b>E2.13</b> Use basic punctuation correctly, (e.g. full stops, capital letters, question marks and exclamation marks)	Q3, Q4, Q5	5
<b>E2.14</b> Form regular plurals	Q2	2
<b>E2.15</b> Use the first and second letters to sequence words in alphabetical order	Q1	1
<b>E2.16</b> Spell correctly words designated for Entry 2	Q4, Q5, Q6	12
<b>E2.17</b> Communicate information using words and phrases appropriate to audience and purpose	Q4, Q5	8
<b>E2.18</b> Complete a form asking for personal information (e.g. first name, surname, address, postcode, age, date of birth)	Q4	3
<b>E2.19</b> Write in compound sentences, using common conjunctions (e.g. <i>or</i> , <i>and</i> , <i>but</i> ) to connect clauses	Q5	2
<b>E2.20</b> Use adjectives and simple linking words in the appropriate way	Q5	2
	<b>Total</b>	<b>35</b>

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