



**PASS**  
**FUNCTIONAL**  
**SKILLS**

# Pass Functional Skills English Level 1 Course Curriculum Map

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## Reading

Topic	Specification Points
Why Do Writers Write?	<ul style="list-style-type: none"> <li><b>L1.12</b> Recognise that language and other textual features can be varied to suit different audiences and purposes</li> </ul>
Types of Texts	<ul style="list-style-type: none"> <li><b>L1.9</b> Identify and understand the main points, ideas and details in texts</li> <li><b>L1.10</b> Compare information, ideas and opinions in different texts</li> <li><b>L1.12</b> Recognise that language and other textual features can be varied to suit different audiences and purposes</li> <li><b>L1.16</b> Recognise vocabulary typically associated with specific types and purposes of texts (e.g. formal, informal, instructional, descriptive, explanatory and persuasive)</li> </ul>
Presentational Elements	<ul style="list-style-type: none"> <li><b>L1.12</b> Recognise that language and other textual features can be varied to suit different audiences and purposes</li> <li><b>L1.14</b> Understand organisational and structural features and use them to locate relevant information (e.g. index, menus, subheadings, paragraphs) in a range of straightforward texts</li> </ul>
Key and Detailed Points	<ul style="list-style-type: none"> <li><b>L1.9</b> Identify and understand the main points, ideas and details in texts</li> <li><b>L1.14</b> Understand organisational and structural features and use them to locate relevant information (e.g. index, menus, subheadings, paragraphs) in a range of straightforward texts</li> <li><b>L1.17</b> Read and understand a range of specialist words in context</li> <li><b>L1.18</b> Use knowledge of punctuation to aid understanding of straightforward texts</li> </ul>

## Language Techniques

- **L1.12**  
Recognise that language and other textual features can be varied to suit different audiences and purposes
- **L1.16**  
Recognise vocabulary typically associated with specific types and purposes of texts (e.g. formal, informal, instructional, descriptive, explanatory and persuasive)

## Investigating Layout

- **L1.9**  
Identify and understand the main points, ideas and details in texts
- **L1.14**  
Understand organisational and structural features and use them to locate relevant information (e.g. index, menus, subheadings, paragraphs) in a range of straightforward texts
- **L1.15**  
Infer from images meanings not explicit in the accompanying text
- **L1.18**  
Use knowledge of punctuation to aid understanding of straightforward texts

## Fact and Opinion

- **L1.10**  
Compare information, ideas and opinions in different texts
- **L1.11**  
Identify meanings in texts and distinguish between fact and opinion

## Investigating Images

- **L1.15**  
Infer from images meanings not explicit in the accompanying text

## Finding Meaning

- **L1.9**  
Identify and understand the main points, ideas and details in texts
- **L1.11**  
Identify meanings in texts and distinguish between fact and opinion
- **L1.15**  
Infer from images meanings not explicit in the accompanying text



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## Specialist Words

### L1.12

Recognise that language and other textual features can be varied to suit different audiences and purposes

### L1.13

Use reference materials and appropriate strategies (e.g. using knowledge of different word types) for a range of purposes, including to find the meaning of words

### L1.16

Recognise vocabulary typically associated with specific types and purposes of texts (e.g. formal, informal, instructional, descriptive, explanatory and persuasive)

### L1.17

Read and understand a range of specialist words in context

## Understanding Styles of Writing and Tone

### L1.12

Recognise that language and other textual features can be varied to suit different audiences and purposes

### L1.14

Understand organisational and structural features and use them to locate relevant information (e.g. index, menus, subheadings, paragraphs) in a range of straightforward texts

### L1.16

Recognise vocabulary typically associated with specific types and purposes of texts (e.g. formal, informal, instructional, descriptive, explanatory and persuasive)

## Comparing Texts

### L1.9

Identify and understand the main points, ideas and details in texts

### L1.10

Compare information, ideas and opinions in different texts

### L1.11

Identify meanings in texts and distinguish between fact and opinion

### L1.12

Recognise that language and other textual features can be varied to suit different audiences and purposes

### L1.13

Use reference materials and appropriate strategies (e.g. using knowledge of different word types) for a range of purposes, including to find the meaning of words

Reading Exam

- **L1.14**  
Understand organisational and structural features and use them to locate relevant information (e.g. index, menus, subheadings, paragraphs) in a range of straightforward texts
- **L1.15**  
Infer from images meanings not explicit in the accompanying text
- **L1.16**  
Recognise vocabulary typically associated with specific types and purposes of texts (e.g. formal, informal, instructional, descriptive, explanatory and persuasive)
- **L1.17**  
Read and understand a range of specialist words in context

## Writing

Topic	Specification Points
Assessing the Basics	<ul style="list-style-type: none"> <li>● <b>L1.23</b> Write text of an appropriate level of detail and of appropriate length (including where this is specified) to meet the needs of purpose and audience</li> <li>● <b>L1.24</b> Use format, structure and language appropriate for audience and purpose</li> </ul>
Punctuation	<ul style="list-style-type: none"> <li>● <b>L1.19</b> Use a range of punctuation correctly (e.g. full stops, question marks, exclamation marks, commas, possessive apostrophes)</li> </ul>
Grammar	<ul style="list-style-type: none"> <li>● <b>L1.20</b> Use correct grammar (e.g. subject-verb agreement, consistent use of different tenses, definite and indefinite articles)</li> <li>● <b>L1.22</b> Communicate information, ideas and opinions clearly, coherently and accurately</li> </ul>



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## Spelling

- **1.21**  
Spell words used most often in work, study and daily life, including specialist words

## Linking Up Your Answer

- **L1.25**  
Write consistently and accurately in complex sentences, using paragraphs where appropriate

## Language Features

- **L1.24**  
Use format, structure and language appropriate for audience and purpose

## Common Mistakes

- **L1.20**  
Use correct grammar (e.g. subject-verb agreement, consistent use of different tenses, definite and indefinite articles)
- **L1.21**  
Spell words used most often in work, study and daily life, including specialist words
- **L1.22**  
Communicate information, ideas and opinions clearly, coherently and accurately

## Planning Your Answer

- **L1.22**  
Communicate information, ideas and opinions clearly, coherently and accurately
- **L1.23**  
Write text of an appropriate level of detail and of appropriate length (including where this is specified) to meet the needs of purpose and audience
- **L1.24**  
Use format, structure and language appropriate for audience and purpose

## Communicating

- **L1.22**  
Communicate information, ideas and opinions clearly, coherently and accurately
- **L1.23**  
Write text of an appropriate level of detail and of appropriate length (including where this is specified) to meet the needs of purpose and audience



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## Checking Your Answer

### L1.19

Use a range of punctuation correctly (e.g. full stops, question marks, exclamation marks, commas, possessive apostrophes)

### L1.20

Use correct grammar (e.g. subject-verb agreement, consistent use of different tenses, definite and indefinite articles)

### L1.21

Spell words used most often in work, study and daily life, including specialist words

### L1.22

Communicate information, ideas and opinions clearly, coherently and accurately

### L1.23

Write text of an appropriate level of detail and of appropriate length (including where this is specified) to meet the needs of purpose and audience

### L1.24

Use format, structure and language appropriate for audience and purpose

### L1.25

Write consistently and accurately in complex sentences, using paragraphs where appropriate

## Writing Exam

## Speaking, Listening & Communicating

### Topic

### Specification Points

#### Communicating

##### L1.1

Identify relevant information and lines of argument in explanations or presentations

##### L1.6

Follow and understand discussions and make contributions relevant to the situation and the subject



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## Understanding

- **L1.1**  
Identify relevant information and lines of argument in explanations or presentations
- **L1.6**  
Follow and understand discussions and make contributions relevant to the situation and the subject

## Responding

- **L1.3**  
Respond effectively to detailed questions
- **L1.4**  
Communicate information, ideas and opinions clearly and accurately on a range of topics
- **L1.5**  
Express opinions and arguments and support them with evidence
- **L1.7**  
Use appropriate phrases, registers and adapt contributions to take account of audience, purpose and medium
- **L1.8**  
Respect the turn-taking rights of others during discussions, using appropriate language for interjection

## Adapting

- **L1.7**  
Use appropriate phrases, registers and adapt contributions to take account of audience, purpose and medium

## Asking

- **L1.1**  
Identify relevant information and lines of argument in explanations or presentations
- **L1.2**  
Make requests and ask relevant questions to obtain specific information in different contexts
- **L1.4**  
Communicate information, ideas and opinions clearly and accurately on a range of topics





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## Contributing

- **L1.4**  
Communicate information, ideas and opinions clearly and accurately on a range of topics
- **L1.5**  
Express opinions and arguments and support them with evidence
- **L1.6**  
Follow and understand discussions and make contributions relevant to the situation and the subject
- **L1.7**  
Use appropriate phrases, registers and adapt contributions to take account of audience, purpose and medium
- **L1.8**  
Respect the turn-taking rights of others during discussions, using appropriate language for interjection

## Extracting Information

- **L1.1**  
Identify relevant information and lines of argument in explanations or presentations
- **L1.2**  
Make requests and ask relevant questions to obtain specific information in different contexts
- **L1.6**  
Follow and understand discussions and make contributions relevant to the situation and the subject

SLC Exam

