

NCFE Entry Level 3 Functional Skills Qualification in English (603/5052/0)

Entry Level 3 Functional Skills Qualification in English: Writing

Paper number: 18W

Time allowed: 45 minutes

Assessor instructions:

Read out the instructions and information below to learners.

To be completed by the assessor Section 1 Section 2 TOTAL MARK

Learner instructions:

- Use black or blue ink.
- Read each question carefully.
- Answer all questions in the spaces provided.
- All of the work you submit must be your own.

Learner information:

- The marks available for each question are shown in brackets.
- The maximum mark for this paper is 30.
- You must not use a dictionary.

Please complete the details below clearly and in BLOCK CAPITALS.

Learner name		
Centre name		
Learner number	Centre number	

Do not turn over until the Assessor tells you to do so.

This section	ection 1: Plurals and Alphabetical Order nis section has a possible 4 marks. ou should spend 10 minutes on this section.		
1 (a)	What is the plural of goose ?		[1 mark]
1 (b)	What is the plural of spacecraft ?		[1 mark]
1 (c)	List the sports below in alphabetic	al order:	[1 mark]
	Sports	Alphabetical order	
	soccer		

Sports	Alphabetical order
soccer	
skiing	
snooker	
skating	
sprinting	
softball	

1 (d)	List the hobbies below in alph	nabetical order:
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[1 mark]

Hobbies	Alphabetical order
music	
pottery	
cooking	
painting	
diving	
colouring	

Section 2: Writing Composition	
This section has a possible 26 marks. Of these marks, 6 are for spelling, punctuation and grammar.	
You should spend 35 minutes on this section.	

2 (a) You want to arrange a class reunion. Email a friend to ask them for help.

You should include:

- suggested dates and locations
- what you would like to happen
- how you would let everyone know.

You must select and use an appropriate:

salutation and close.

Remember to write in paragraphs and include compound sentences using conjunctions.

Writing composition [10 marks]

	Send	To:	bob@zmail.biz
		Subject:	
_			
_			

2 (b)	There is a new website for your area. It is asking for reviews of leisure activities.
	You decide to write a review for the website.
	Your review should include:
	 details of your favourite leisure activity useful information, such as when and where it takes place reasons why you enjoy it.
	Remember to write in paragraphs and include compound sentences using conjunctions.
	Writing composition [10 marks]
	6

This is the end of the internal assessment.

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