

TQUK Functional Skills Qualification in English at Level 1

Reading Examination Past Paper 7

Please complete the details below using black or blue ink. Use **BLOCK CAPITALS**.

You must use the Document Booklet provided.

Learner Name: _____

Learner Number: _____

Date: _____

Centre Name: _____

Instructions

- Read each question **carefully**
- Answer **all** questions
- Write your answers **clearly** in the spaces provided
- **Check** your answers.

Information

- There are **2** documents to read
- The maximum mark for this exam is **20**
- The marks available for each question are shown in **bold** beneath each question
- You do **not** need to write in complete sentences
- You will **not** be assessed on spelling, punctuation and grammar.

Items

- You **will** need the Document Booklet provided
- You **will** need a pen with black or blue ink
- You **are** allowed to use a dictionary
- You will **not need** any other stationery or equipment.

Time allowed: 60 minutes

Do not open this examination paper until you are told to do so.

For examiner use only

Marks available	Marks awarded	Second marks
20		

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Read Document 1 and answer questions 1 to 7.

1. What is the **main** purpose of the blog post?

Answer:

[1]

2. The author of the blog post thinks the staffroom is one of the most important rooms at work.

Give **one** reason why.

Answer:

[1]

Questions continue on the following page

3. Give **one** thing that often goes missing in the staffroom.

Answer:

[1]

4. The author of the blog post states:

‘The fridge could be mistaken for a salad cemetery, where healthy meals are discarded along with good intentions, in favour of something tastier.’

Replace **discarded** with a word or phrase that means the same thing.

Your word or phrase must keep the meaning the same in the context of the blog post.

Answer:

[1]

5. The author of the blog post has used language features to emphasise their feelings about the other members of staff.

Identify **two** language features used.

Feature 1:

[1]

Feature 2:

[1]

Total for Question 5 = 2 marks

Questions continue on the following page

6. Give **one fact** and **one opinion** the author gives about the milk in the staffroom.

Fact:

[1]

Opinion:

[1]

Total for Question 6 = 2 marks

7. The author uses an **image**.

What does the image suggest about how people might feel when using the staffroom?

Answer:

[1]

Read Document 2 and answer questions 8 to 14.

8. Look at **paragraph 1**.

Give **one** reason HR decided to email all staff.

Answer:

[1]

9. Look at the section called **Hygiene**.

Identify **one** word or phrase used to **instruct** the reader.

Answer:

[1]

Questions continue on the following page

10. The author of the email states: 'In line with our Code of Conduct'.

What does the word **Conduct** mean in this context?

Answer:

[1]

11. Give **one** way staff can offer feedback on their working environment.

Answer:

[1]

Which organisational feature helps the reader to find this information?

Answer:

[1]

Total for Question 11 = 2 marks

12. Look at the section called **General Use**.

Why are there **brackets** around the phrase 'good and bad!'?

Answer:

[1]

13. Look at the section called **Equipment**.

The author of the email states: 'Report all faults, damages and breakages to your line manager.'

Is this an example of **formal** or **informal** language?

Answer:

[1]

14. The author of the email states: 'Staff should refrain from loud conversation.'

What does the word **refrain** mean in this context?

Answer:

[1]

Questions continue on the following page

Question 15 refers to Document 1 and Document 2.

15. Compare the information about conditions in the staffroom in Document 1 and Document 2.

In your answer you should:

- give **one** issue with conditions in the staffroom that is the **same** in each document
- give **one** example from Document 1 **and one** example from Document 2 which supports this issue.

Answer:

[3]

Extra Writing Paper

Past paper

This is the end of the assessment.