

# TQUK Functional Skills Qualification in English at Level 1

## Writing Examination Past Paper 5

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

Learner Name: \_\_\_\_\_

Learner Number: \_\_\_\_\_

Date: \_\_\_\_\_

Centre Name: \_\_\_\_\_

### Instructions

- Read each activity **carefully**
- **Plan** your answer in the **planning box** available for each task
- Write your responses **clearly** in the spaces provided
- Complete **both** activities
- **Check** your responses.

### Information

- There are **2** activities in this exam
- There are **27 marks** available for each activity
- The maximum mark for this exam is **54**
- You **will** be assessed on spelling, punctuation and grammar (SPaG)
- You **will not** receive marks for planning.

### Items

- You **will** need a pen with black or blue ink
- You are **not** 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
Activity 1	27		
Activity 2	27		
Total marks	54		

**This page is intentionally left blank**

**This page is intentionally left blank**

**1. Write a leaflet**

You work in a local shopping centre.

The shopping centre is offering free activities to encourage visitors to spend more time there. There will be activities for people of all ages.

These activities could include cookery, fashion, taking part in arts and crafts, shows for children, theatre and dance.

Write the text for a leaflet persuading people to visit the centre and take part in the activities. Your leaflet is for local people.

Your leaflet could include:

- a description of some of the activities
- details of when they will happen
- reasons why the activities will be worth attending.

**Your leaflet should be at least 150 words.**

**You can use a real or imagined shopping centre.**

**[15] Composition**  
**[12] SPaG**

**Plan (You will not receive marks for planning)**

Your answer

**Examiner  
use only**

SC19:

SC20:

SC21:

SC22:

SC23:

SC24:

SC25:

Your answer

**Examiner  
use only**

SC19:

SC20:

SC21:

SC22:

SC23:

SC24:

SC25:

Your answer

**Examiner  
use only**

SC19:

SC20:

SC21:

SC22:

SC23:

SC24:

SC25:

**2. Write a letter**

You could not use your bank card to buy a train ticket.

You missed your train and were late for work. The bank had blocked your card as part of a routine security check. This caused a lot of wasted time and you would like the bank to respond to you. You would like something back for the difficulties you have faced.

Write a letter to your bank describing your complaint and persuading them to do something about it.

You should address your letter to: The Manager, High Street Bank, Stanton, ST3 4BJ

Your letter could include:

- a description of what happened
- details of the difficulties caused
- what you want the bank to do.

**Your letter should be at least 150 words.**

**You can use a real or imagined bank.**

**[15] Composition**  
**[12] SPaG**

**Plan (You will not receive marks for planning)**



Your answer

**Examiner  
use only**

SC19:

SC20:

SC21:

SC22:

SC23:

SC24:

SC25:

Your answer

**Examiner  
use only**

SC19:

SC20:

SC21:

SC22:

SC23:

SC24:

SC25:

Your answer

**Examiner  
use only**

SC19:

SC20:

SC21:

SC22:

SC23:

SC24:

SC25:

**This is the end of the assessment.**