

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

Paper Title: Entry Level 3 Functional Skills Qualification in English: Writing

Paper number: 2W

Time allowed: 45 minutes

### **Assessor instructions:**

Read the below instructions and information to all 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.

Section 1: Plurals and Alphabetical Order				
	tion has a possible <b>4</b> marks.			
	You should spend <b>10</b> minutes on this section.			
1 (a)	What is the <b>plural</b> of <b>quiz</b> ?			
		[1 mark]		
1 (b)	What is the <b>plural</b> of <b>goose</b> ?			
		[1 mark]		
1 (c)	List the charities below in alphabetical order:			

Charity names	Alphabetical order
Anchor Trust	
Assist	
Asthma UK	
Autism Concern	
Anthony Nolan Trust	
Action Aid	

[1 mark]

1 (d)	List the fruits below in alphabetical order:
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[1 mark]

Fruit names	Alphabetical order
Mango	
Plum	
Nectarine	
Melon	
Plantain	
Lemon	

Section	2:	Writing	Composition
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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 are packing your things ready to move to a new home. You decide to sell the things you no longer want at a local car boot sale.

Email your friend to ask for their help. Give details of your plans (time, date, where you'll be going and what you want them to do).

Write your email below. You must select and use an appropriate:

- subject heading
- salutation and close.

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

Writing composition [10 marks]

Send Subject:	Cond	То:
	Sena	Subject:

(b)	You have had a successful fundraiser for your youth or community centre or your sports or social club.
	Write an article for your community newsletter about the fundraiser and how the funds will be spent.
	Remember to write in paragraphs and include compound sentences using conjunctions.
	Writing composition [10 marks]
	6

2 (b)

This is the end of the internal assessment.

