

Functional Skills Level 2 English Writing Sample Paper 4

Worked Example – fail

Question 1

One flight from London to South Africa produces as much pollution as each passenger heating their own home for a whole year. Aircraft fuel is one of the biggest causes of global warming and climate change.

Should we reduce the amount we fly?

Should we only take holidays in the UK?

Should the price of plane tickets go up to stop so many people flying?

Are people's rights to have a holiday abroad more important than the planet?

Your task: write an article for a student magazine exploring the issue of so many people flying abroad for holidays and the pollution it causes.

Suggested word count 250 – 300 words.

(27 marks)

- Should we reduce the amount we fly

We shouldn't reduce the amount we fly because it is important that people can go where they want in the world. If I have holiday time I want to go abroad and fly.

- Should we only holiday in the UK

No. This is unfair. I don't want to have holiday in UK because whether it is good all of the time in summer.

- Should the price of plane ticket go up to stop so many people flying

No. I don't think the price they should go up, this is unfair to all people who do not have much money to spend. They should still be allowed to fly on holiday.

- Are people's rights to have a holiday abroad more important than the planet?

No. The planet is important and if we not did have good planet we will have all die. We should protect the planet in ever way posible and if that mean we can not go holiday we have to stay at home

Question 1	Band 4	Band 3	Band 2	Band 1	
	Consistently	Most of the time	Some of the time	Limited	
Communicates information, ideas and opinions clearly, coherently and effectively				✓	
Writes text of appropriate detail and length			✓		
Uses appropriate format and structure and paragraphing			✓		
Conveys clear meaning and establishes cohesion			✓		
Uses language and register appropriate to audience and purpose				✓	
Constructs complex sentences			✓		
Overall band	Band 2				
Composition Marks	(12-15)	(8-11)	(4-7)	(0-3)	5

Question 1	Consistently accurate at appropriate level 4 marks	Accurate most of the time 3 marks	Accurate some of the time 2 marks	Limited accuracy 1 mark	Insufficient evidence 0 marks	
Spelling			2			
Punctuation				1		
Grammar				1		
SPaG Total						4
SPaG mark + composition mark						9

Sample Paper 4 Level 2 Worked Example - Fail

Commentary

Composition

Coherence and cohesion are particularly weak in this response. The candidate has not thought about the purpose of the article or the audience. They have simply addressed each bullet point in turn, providing no context for the reader as to why the article is being written. There is an inconsistency in the message in the final paragraph, which creates confusion, and it then becomes unclear what the writer's point of view is. Although there has been an attempt to format and structure the response through using bullet points and repeating the question prompts, the main essential element to an article, a title, is missing. An attempt has been made to cover each bullet point in the question brief, but each one is responded to with a maximum of two sentences, and the overall length falls short of the suggested 250-300 words.

Spelling, punctuation and grammar

The spelling mark reflects the fact that there are very few ambitious words and several errors in relatively straight forward words, such as *every*, *weather*, *cannot*, *possible*, *allowed* and *than*.

The punctuation mark is also low due to the many errors. Errors include omitted question marks, omitted apostrophes, omitted commas, at least one comma splice and a lack of a full stop on the last sentence.

There are grammar errors in every section. Articles and other word types are omitted, there are errors regarding verb-tense agreement and some of the word order is incorrect.

Question 2

Your work placement in the marketing department at a theme park has come to an end.

Your task: write a formal letter to the manager of the marketing department to thank them for the experience.

You could cover:

- thanking the manager and the team
- what you found valuable
- which parts you particularly enjoyed
- suggestions to improve the experience for the next work placement candidate
- your goals for your future career.

The person to write to is: Ms Holly Stephens, Marketing Manager, Lakeside Theme Park, Highfield Road, Cranshire, CR6 9JL

Write 5 – 6 paragraphs.

(27 marks)

I am writing to say thanks alot for giving me opportunity to work in marketing department. I enjoyed very much the chances of working with team. I am thanking ever one. I will say that all job was valuable to me specially working with costumers. I am hoping that I will be working for marketing in furture because I enjoyed all parts and I like the team very much who is all very nice people. In furture I will go back to college and study my buisness cause and one day may be I open a theme park like you. May be if to iprove for next person is to give them job in marketing department then they have good experience. Thankyou again. Regards. Ali

Sample Paper 4 Level 2 Worked Example - Fail

Question 2	Band 4	Band 3	Band 2	Band 1	
	Consistently	Most of the time	Some of the time	Limited	
Communicates information, ideas and opinions clearly, coherently and effectively			✓		
Writes text of appropriate detail and length			✓		
Uses appropriate format and structure and paragraphing				✓	
Conveys clear meaning and establishes cohesion			✓		
Uses language and register appropriate to audience and purpose			✓		
Constructs complex sentences			✓		
Overall band	Band 2				
Composition Marks	(12-15)	(8-11)	(4-7)	(0-3)	6

Question 2	Consistently accurate at appropriate level 4 marks	Accurate most of the time 3 marks	Accurate some of the time 2 marks	Limited accuracy 1 mark	Insufficient evidence 0 marks	
Spelling				1		
Punctuation				1		
Grammar					0	
SPaG Total						2
SPaG mark + composition mark						8

Overall mark for question 1	9
Overall mark for question 2	8
FINAL MARK	17

Sample Paper 4 Level 2 Worked Example - Fail

Commentary

Composition

The required components of a formal letter are missing. Presenting a block of text has resulted in a low banding for format, structure and paragraphing. The response is also relatively short. Although there has been an attempt to cover all of the bullet points, expansion upon the points is minimal, and this has been taken into account when allocating marks. Language use is a long way below that which would be expected for a level 2 candidate.

Spelling, punctuation and grammar

Spelling errors are relatively frequent and include the more ambitious words as well as some simple words. Punctuation is limited to sentence demarcation, and grammar errors are numerous.