

Please write clearly in	block capitals.	
Centre number	Candidate number	
Surname		-
Forename(s)		-
Candidate signature		_
	I declare this is my own work.	

Afternoon

Functional Skills Level 1 ENGLISH

Paper 2 Writing

Wednesday 26 February 2020

Materials

- You will need no other materials.
- You **must not** have access to a dictionary or any other spelling or grammar aid.

Instructions

- Use black ink or black ball-point pen.
- Fill in the boxes at the top of this page.
- Answer **both** questions.
- You must answer the questions in the spaces provided.
- Do not write outside the box around each page or on blank pages.
- If you need extra space for your answer(s), use the lined pages at the end of this book. Write the question number against your answer(s).
- Do all rough work in this answer book.
- Cross through any work you do not want to be marked.

Information

- The marks for questions are shown in brackets.
- The maximum mark for this paper is 27.
- You are reminded of the need for good English and clear presentation in your answers.

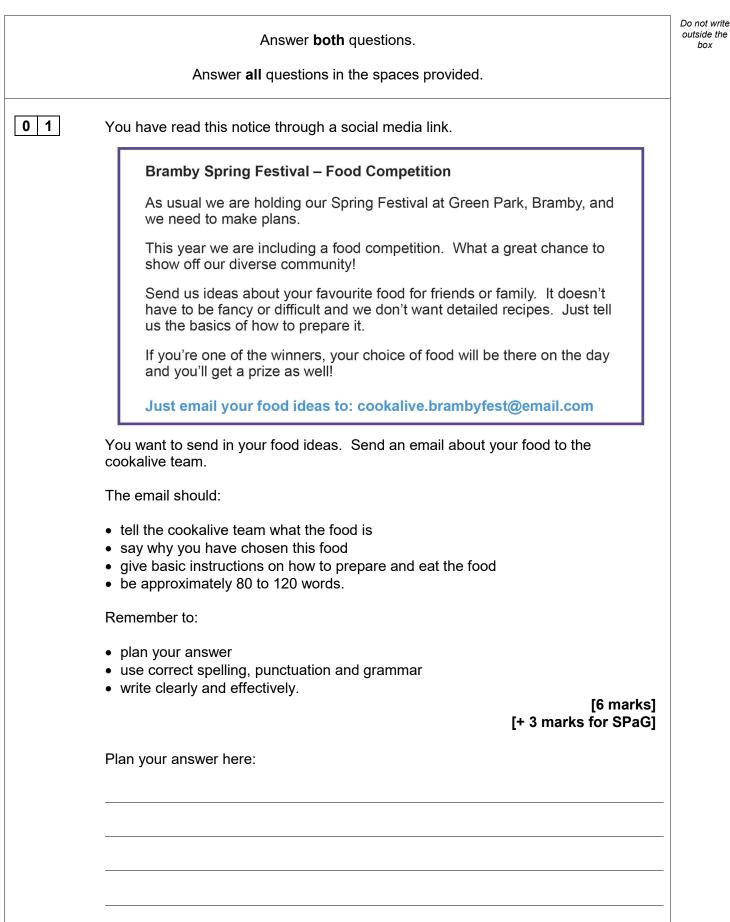
Advice

You are advised to spend 20 minutes on **Question 1** and 40 minutes on **Question 2**.



For Examiner's Use
Question Mark
1
2
TOTAL

Time allowed: 1 hour





New Message		
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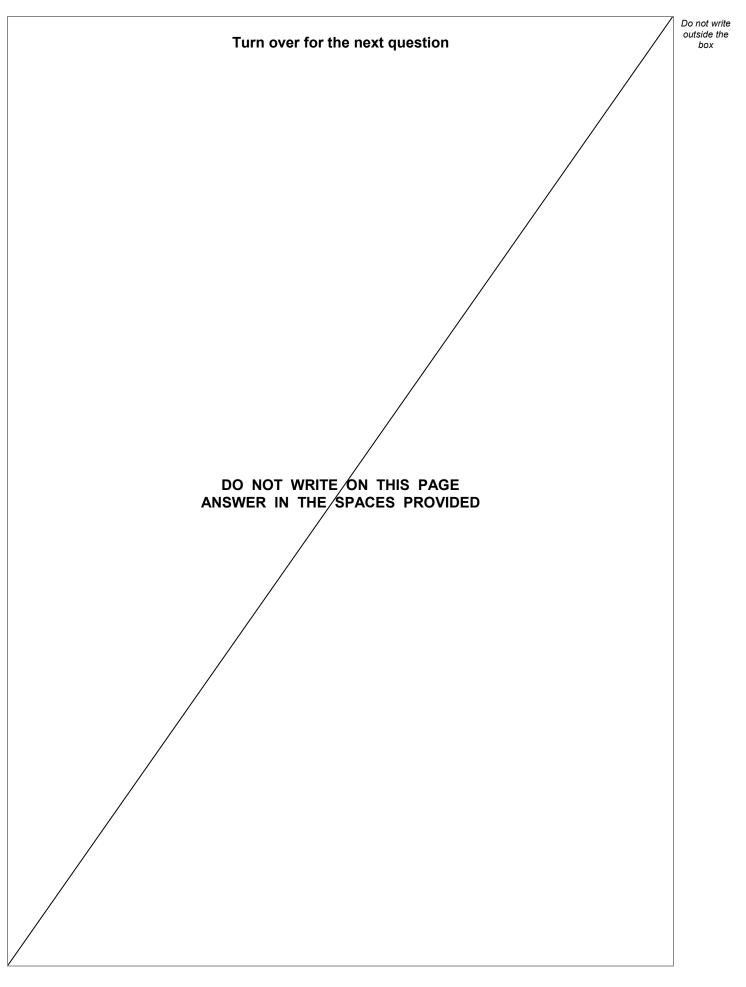


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IB/G/Mar20/8720W



You bought a pair of trainers from TreckNation Shoes but have had to take them back three times.

Write a letter to the manager, Claudette Lewis, to inform her about your problems.

You should:

- explain what is wrong with the trainers
- · explain your feelings about how you were treated
- say what you want TreckNation Shoes to do.

Remember to:

- plan your answer
- · use correct spelling, punctuation and grammar
- write accurately in sentences and paragraphs.

[9 marks] [+ 9 marks for SPaG]

Plan your answer here:



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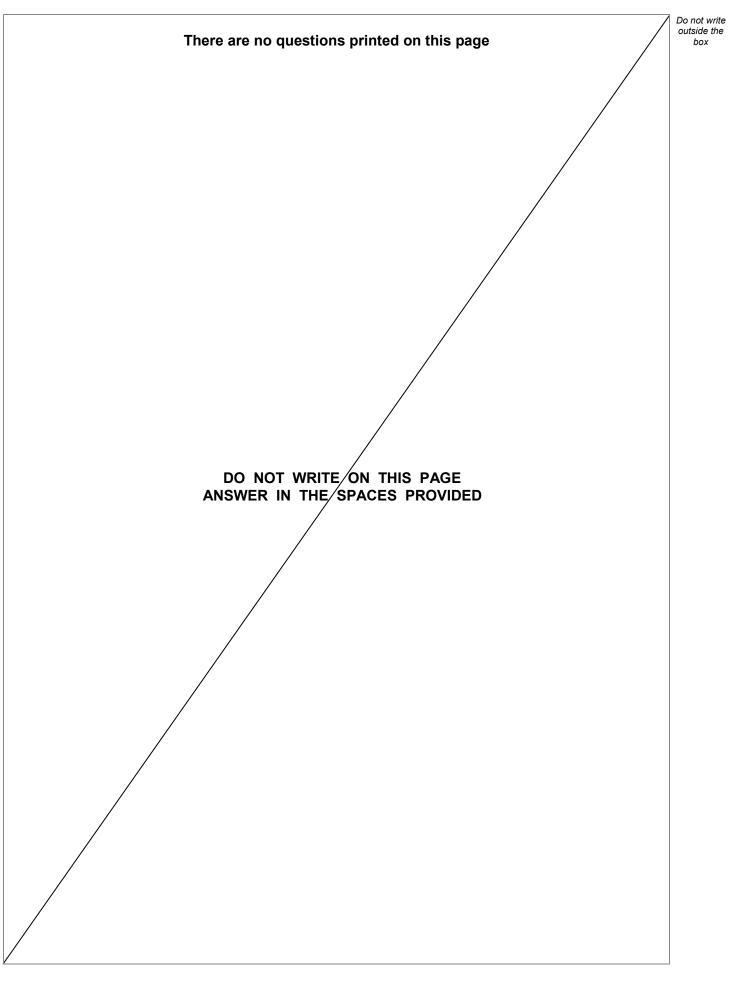


7



END OF QUESTIONS







9

Question number	Additional page, if required. Write the question numbers in the left-hand margin.



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Question number	Additional page, if required. Write the question numbers in the left-hand margin.
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