

Functional Skills English

Entry 2 Writing

Sample Assessment



www.cityandguilds.com
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Version 2.0

Candidate's paper

Lunch

Length of assessment: 40 minutes

Candidate's name:

City & Guilds enrolment number:

Date of registration:

Date assessment started:

Date assessment completed:

Candidate's declaration:

I confirm that this assessment is my own work

Candidate's signature _____ Date _____

Candidate's instructions

You have **40 minutes** to complete this assessment.

- Read each task carefully
- The maximum marks for each task are shown
- Complete **both** tasks
- You **may** use a dictionary

You need the following:

- a pen with black or blue ink.

Task 1

You want to meet your friend for lunch.

Write a text message to

9 marks

- say you want to meet for lunch and why
- say where you want to meet for lunch
- say when you want to meet.

You must write **three or four** complete sentences.

Write **at least one** sentence using a joining word (conjunction) eg and, as, but, or.

A large blue speech bubble with a white interior, intended for writing a text message. The bubble has a rounded top and a tail pointing towards the bottom left corner.

Remember to check your spelling, use of capital letters, full stops and question marks.

Task 2

After lunch you complete a comments card.


Write about:

9 marks

- the meal
- the staff
- the restaurant.

You must write **three or four** complete sentences.

Write **at least one** sentence using a joining word (conjunction) eg and, as, but, or.




The Ship Café - Comments Card

Name

Address

Postcode

Comments:



Remember to check your spelling, use of capital letters, full stops and question marks

End of assessment