

Functional Skills English (4748)

Entry 3 Writing

Sample assessment

Writing

Candidate Paper

Television

Time allowed: 40 minutes

Total marks: 30

Candidate's name: _____

City & Guilds enrolment number: _____

Date of registration: _____

Date assessment started: _____

Date assessment completed: _____

You will need

- a pen with black or blue ink.

You must not use a dictionary or spell check.

Instructions

- Answer **all** of the questions.

Candidate's declaration:

I confirm that this assessment is my own work.

Candidate's signature _____

Date _____

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Activity 1

Put the words into alphabetical order.

dream	dollars	drama	double
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1. _____
2. _____
3. _____
4. _____

1 mark

Activity 2

Write the plural of the words in bold.

Example: More than one person	two <i>people</i>
a. More than one tooth	three _____
b. More than one sheep	four _____

2 marks

Activity 3

Write an email to your friend.

Tell them about a TV programme you like to watch.

Tell them:

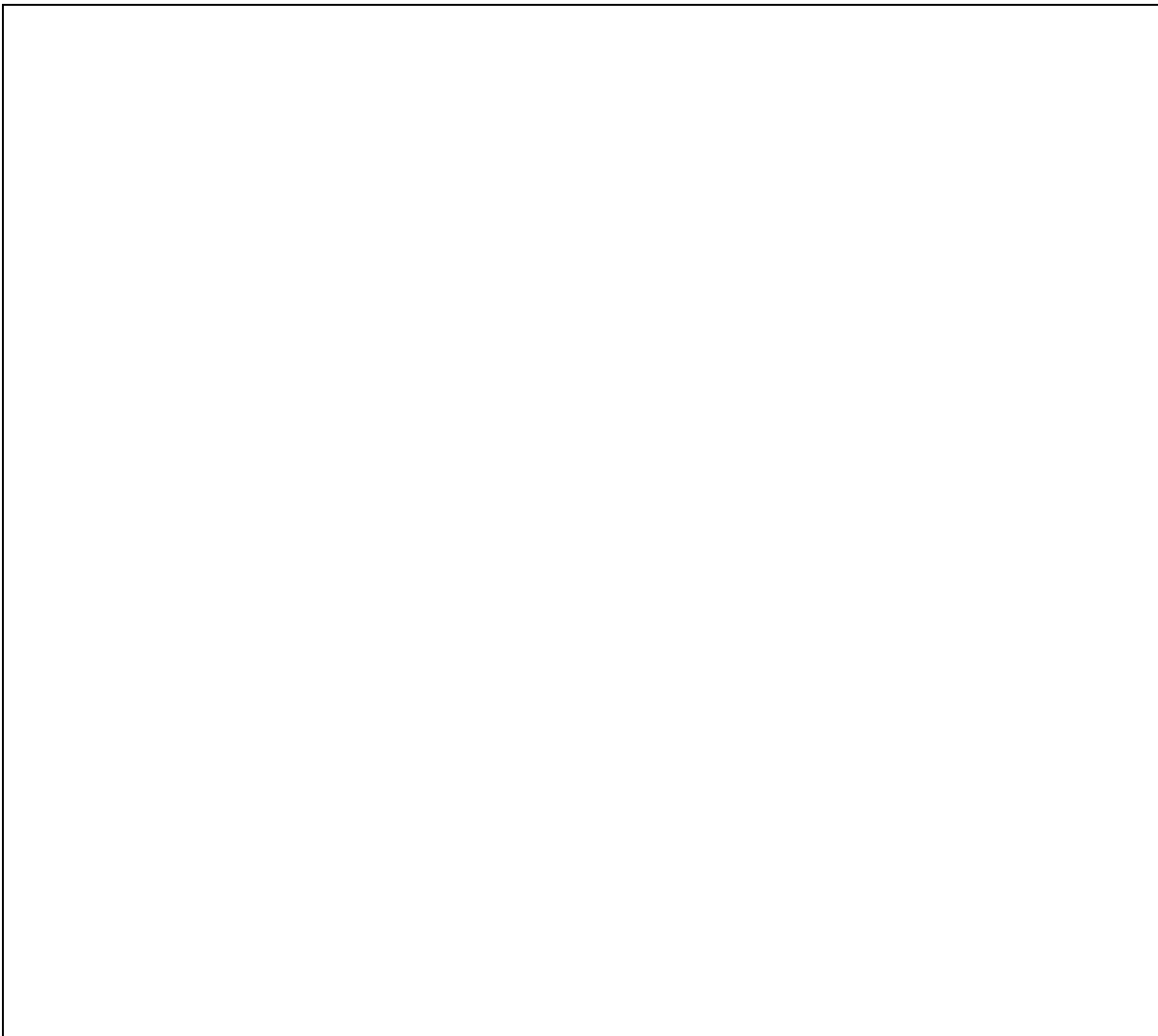
- what type of programme it is
- when the programme is on TV
- what the programme is about
- why you like to watch it.

Write at least 4 complete sentences. Include at least one sentence which has a linking word.

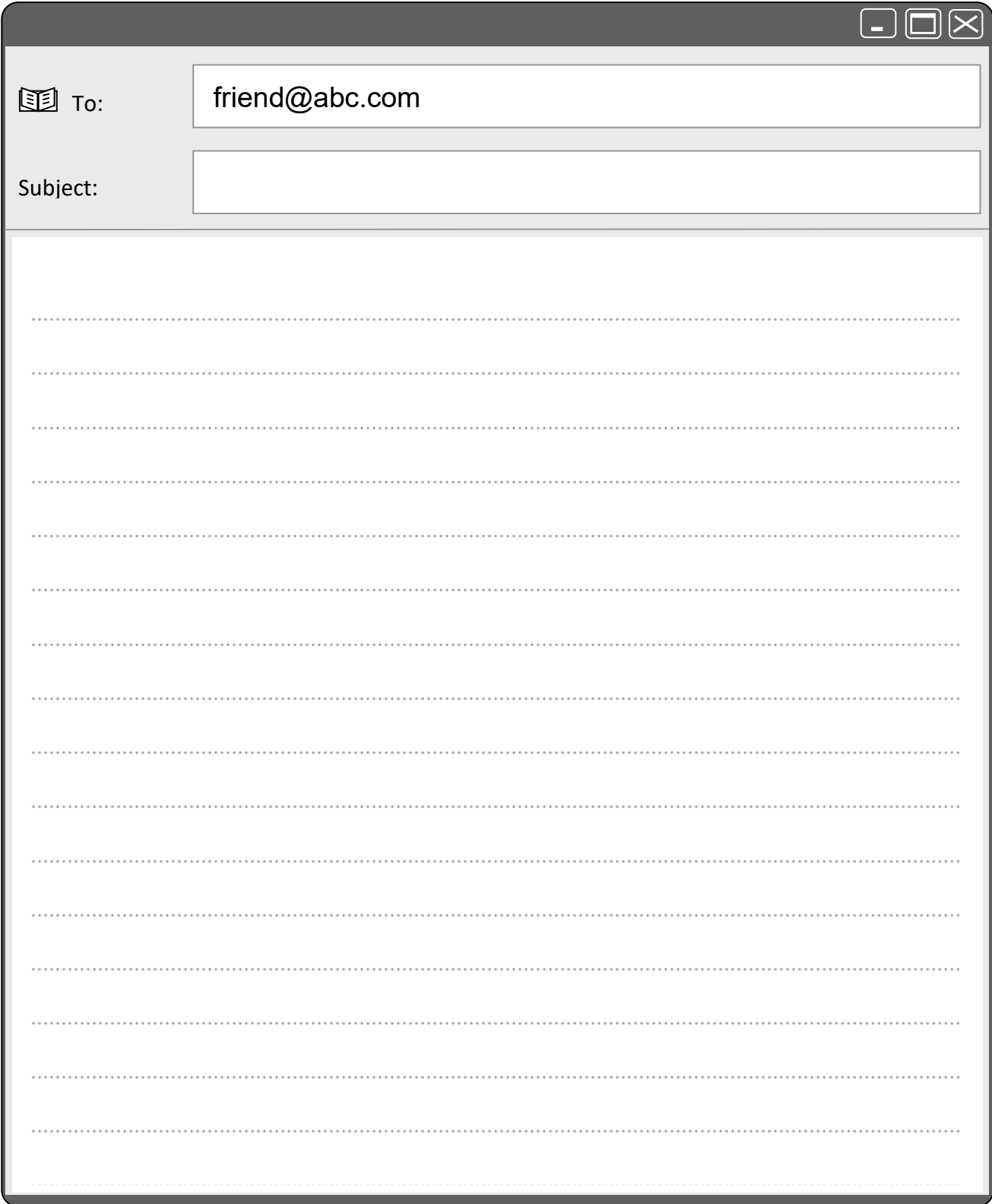
Use language and format suitable for the task.

11 marks

You can use this space to plan your writing.



Write your email here.



The image shows a simulated email composition window. At the top right, there are three window control icons: a minus sign, a square, and an 'X'. On the left side, there is a 'To:' label with an envelope icon, followed by a text input field containing 'friend@abc.com'. Below this is a 'Subject:' label followed by an empty text input field. The main body of the window is a large area with horizontal dotted lines for writing.

Activity 4

Write a report about your TV viewing habits.

Talk about:

- how often you watch TV
- when you usually watch TV
- what you think makes a good TV programme
- what type of TV shows you would like to see more of.

Write your report using:

- complete sentences
- language suitable for a report
- format suitable for a report (e.g. bullet points, headings).

Write at least 3 paragraphs and include at least 2 sentences linking words.

16 marks

You can use this space to plan your writing.

Write your report here.

A large rectangular box with a solid black border, containing 25 horizontal dotted lines spaced evenly down the page, intended for writing a report.

A large rectangular box with a solid black border, containing 15 horizontal dotted lines spaced evenly down the page, intended for writing.

Check your work.

End of assessment