

ESOL Skills for Life

Writing - Entry Level 3

Sample Candidate Paper ESOLWE3BC/P

Time limit: 1 hour 15 minutes

Number of tasks: 3

Fill in the boxes below

First name

Surname

Date of Birth

My signature confirms that I will not discuss the content of this assessment with anyone.

Signature

For centre use only

Learner ID

Centre Name

	Marks	Pass Mark	Pass/Fail	Date completed	Tutor signature
Task 1		8/12			
Task 2		8/12			
Task 3		10/16			

Internal Quality Assurer signature

Date

External Quality Assurer signature

Date

This is not a live paper

This page is intentionally blank

This is not a live paper

Instructions

- You have 1 hour 15 minutes to complete three tasks.
- You do not need to complete all the tasks in the same session.

Information

- The marks for **each** task are shown at the bottom of the page.
- You may word process or handwrite your answers.


Advice

- You should spend approximately 15 minutes on Task 1, 25-30 minutes on Task 2 and 25-30 minutes on Task 3.
- Read each question carefully before you start to answer it.
- Try to answer every question.
- Check your answers if you have time at the end.

Task 1

You want to apply for a volunteer job with a charity for older people. Fill in the form.

Marker
use
only

	Help for Older People Volunteering Form
Full name:	
Address:	
	Postcode:
Telephone number:	
Email address:	
Language(s) spoken:	
Which days are you available to volunteer?	
We need volunteers to cook meals at our day centre or work in our charity shops. Which role would you like and why? Give two details in full sentences.	
Please continue over the page	

What experience, skills and qualities do you have for this volunteer role? Give two details in full sentences.

Marker
use
only

Total marks for Task 1: 12 Marks

You want to book the local community centre for an event.

Write an email to the manager:

- explain why you are writing
- give details about the event - date, numbers, type of event
- say what kind of food and drink you will be bringing
- say what activities you are planning for the event

Write 60 to 80 words.

You must write in full sentences. Layout your email with an appropriate beginning and ending.

[illegible]

This is not a live paper

Marker
use only

Send



+

Total marks for Task 2: 12 Marks

Task 3

Marker
use
only

You have been asked to write an online article about keeping fit and healthy.

- Give advice about healthy eating
- Suggest ideas for taking exercise
- Describe other things you can do to stay healthy
- Say what you have done to keep healthy

Write between 100-120 words. Use paragraphs.

Remember to set out your writing as an article and use paragraphs.

You must plan your writing first, using the space provided. You will be awarded marks for planning.

Check your work at the end.

Plan your work here.

This is not a live paper

Write your final article here.

Marker
use only

This is not a live paper

Marker
use
only

Total marks for Task 3: 16 Marks

This is not a live paper

End of Assessment

Gateway Qualifications
01206 911 211
enquiries@gatewayqualifications.org.uk
@GatewayQuals