ESOL Skills for Life

Writing

Level 1

Candidate Paper – Sample Assessment

Assessment Code: ESOLWL1AD/P

<table>
<thead>
<tr>
<th>Candidate Name:</th>
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<tbody>
<tr>
<td>Gateway Qualifications registration number:</td>
<td>DOB: ______</td>
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<tr>
<td>Centre Name:</td>
<td></td>
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<tr>
<td>Date &amp; Time of Assessment:</td>
<td></td>
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<tr>
<td>Number of tasks:</td>
<td>3</td>
</tr>
<tr>
<td>Time:</td>
<td>1 hour and 45 minutes</td>
</tr>
</tbody>
</table>

Fill in your name, date of birth and registration number in the box above.

<table>
<thead>
<tr>
<th>Task 1 Pass Mark</th>
<th>Task 1 Marks</th>
<th>Task 2 Pass Mark</th>
<th>Task 2 Marks</th>
<th>Task 3 Pass Mark</th>
<th>Task 3 Marks</th>
<th>Pass/Fail</th>
<th>Tutor signature:</th>
<th>Date:</th>
</tr>
</thead>
<tbody>
<tr>
<td>8/14</td>
<td></td>
<td>11/18</td>
<td></td>
<td>11/18</td>
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</tbody>
</table>

Tutor signature: 

Internal Quality Assurer signature: 

Pass/Fail _____

Date: _____

Date: _____

Date: _____
Instructions

- Use a pen.

- You have 1 hour and 45 minutes to complete all three tasks.

Information

- This paper has 50 marks.

Advice

- Read each question carefully before you start to answer it.

- Task 1 has a guide of 20 minutes and Tasks 2 and 3 35 minutes each. There is an additional 15 minutes for reading the questions and checking your answers.

- Check your answers if you have time at the end.
Task 1

Customer Information and Feedback Form

Please complete the form to provide information about your local supermarket. Your information will help the supermarket to improve their services.

Section 1: Customer Information

Title: 

First Name: 

Family Name: 

Address: 

Postcode: 

Contact number: 

Email: 

Section 2: Customer Feedback:

Can you find everything you need at our supermarket? Tell us about extra products you would like us to sell and why. Give 3 details in full sentences.

What would encourage you to shop more often at our supermarket? Give 3 details in full sentences.

List 3 things that you regularly buy at our supermarket.

Thank you for your information

Please give the completed form to a member of staff on the customer service desk.

Total Marks Task 1: 14
Task 2

The university in your town attracts many international students. You have been asked to write about the facilities in your local area as a guide for new students. The information will go on the university website.

Remember to present your ideas and information in a logical sequence using language and format suitable for the purpose.

Plan your writing first, using the space provided.

Check your work at the end.

Write 120 - 150 words.

You must use this space to plan your work.
Write your information for the university webpage here.

| Marker Use |

Total Marks Task 2: 18
Task 3

You recently arranged a surprise birthday party for your friend at a local restaurant. There were many things that you were not happy with.

You decide to write a formal letter to the restaurant to complain.

• Explain why you are writing.

• Give details about when and why you went to the restaurant.

• Explain why it was an important occasion.

• Describe what went wrong on the night, for example, the service, the quality of the food, mistakes in the order and the facilities.

Remember to present your ideas and information in a logical sequence using language and format suitable for the purpose. Plan your writing first, using the space provided. (There is no need to include the restaurant’s address).

Check your work at the end.

Write 120 - 150 words.
You must use this space to plan your formal letter.
Write your formal letter here.

Total Marks Task 3: 18
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END OF ASSESSMENT