ESOL Skills for Life
Writing - Level 2
Candidate Paper ESOLWL2AC/P

Time limit: 1 hour 45 minutes  Number of tasks: 3

Fill in the boxes below
First name

Surname

Date of Birth

For centre use only
Learner ID

Centre Name

<table>
<thead>
<tr>
<th>Task</th>
<th>Marks</th>
<th>Pass Mark</th>
<th>Pass/Fail</th>
<th>Date completed</th>
<th>Tutor signature</th>
</tr>
</thead>
<tbody>
<tr>
<td>Task 1</td>
<td></td>
<td>8/14</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Task 2</td>
<td></td>
<td>12/18</td>
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<tr>
<td>Task 3</td>
<td></td>
<td>12/18</td>
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</table>

Internal Quality Assurer signature
External Quality Assurer signature

Date
Date

Sample
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.

• You should spend approximately 20 minutes on Task 1, 35 minutes on Task 2 and 35 minutes on Task 3. 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

You have decided to join a local reading group and you need to complete their membership application form.

THE BOOKWORMS READING SOCIETY
We are a group who enjoy reading and meet every month at the Community Centre. We discuss and share books, magazines, articles and poems. If you want to join fill in the form below.

<table>
<thead>
<tr>
<th>Section 1 - Personal Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title</td>
</tr>
<tr>
<td>Family name</td>
</tr>
<tr>
<td>Address</td>
</tr>
<tr>
<td>Postcode</td>
</tr>
<tr>
<td>Email address</td>
</tr>
<tr>
<td>Contact number</td>
</tr>
</tbody>
</table>

Section 2 – What kinds of things do you like to read and why?
(Write in full sentences and give at least 3 details )
Section 3 - What kinds of things do you not enjoy reading and why?
(Write in full sentences and give at least 3 details)

<table>
<thead>
<tr>
<th>Section 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>What kinds of things do you not enjoy reading and why?</td>
</tr>
<tr>
<td>(Write in full sentences and give at least 3 details)</td>
</tr>
</tbody>
</table>

Section 4 – What you have read recently.
Give the title and author of the last book, magazine, article or poem you read. This book may then be used in a future meeting of the Bookworms Reading Society (BRS)

<table>
<thead>
<tr>
<th>Section 4</th>
</tr>
</thead>
<tbody>
<tr>
<td>What you have read recently.</td>
</tr>
<tr>
<td>Give the title and author of the last book, magazine, article or poem you read. This book may then be used in a future meeting of the Bookworms Reading Society (BRS)</td>
</tr>
</tbody>
</table>

Please bring your completed form to the next meeting of the BRS

Total Marks for Task 1: 14
Task 2

You work part-time as a volunteer and the organisation (e.g. shop, school, community centre etc.) needs additional volunteers. You decide to email a friend who you think may be interested in helping out.

Write the email giving all the necessary information (what the work involves, where it is, the hours, why you think they would enjoy it etc) and try to persuade your friend to volunteer with you.

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

Plan your writing first, using the space provided.

Check your work at the end.

Write 150 to 180 words.
You must use this space for planning.
Write your email here.
Total Marks for Task 2: 18
Task 3

You have been asked to write a letter to your local councillor describing the plans of your community centre to open a nursery for children aged 2-4 from your neighbourhood.

Your letter should include:

- who you are and why you are writing
- why the community centre wants its own pre-school nursery
- what the possible problems could be in setting it up (e.g., costs, parking, staff, facilities, etc.)

You should ask the councillor for her support.

Your letter should be addressed to Councillor Eva Ravena, Council Buildings, Shaw Street, Tupton, TP4 5ET.

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

Plan your writing first, using the space provided.

Check your work at the end.

Write 150 to 180 words.
You must use this space for planning.
Write your final letter here.
END OF ASSESSMENT