

ESOL Skills for Life

Writing – Entry Level 3

Candidate Paper ESOLWE3AC/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 si	gnature			Date
External Quality Assurer signature					Date

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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 is 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 lost your bag at the train station yesterday. Complete this lost property form.

Marker use only

	Hill Station Lost Property Report
Full name	
Address	
Contact telephone number	
Email address	
Item of lost property	Describe the item you have lost, including size, colour, contents and any other information. (You should write three full sentences.)
Location before losing item	Please write where you were before you lost the item. (Write one full sentence.)
Date property was lost	
Approximate cost of item £	

Total marks for Task 1: 12 Marks

Task 2

You would like to do some voluntary work at your local charity shop. Write a letter to the charity.

Marker use only

- Say what you would like to do
- Give at least two reasons why you think you would be suitable to work in the shop
- Describe what work or training you have done
- Say when you are available to work

Write between 60 - 80 words.

You must write in full sentences.

Lay out your letter with an appropriate beginning and ending.

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Marker use only

Total marks for Task 2: 12 Marks

#### Task 3

Write an email to your friend who does not live in the UK. Tell them about:

Marker use only

- what you are doing at the moment
- at least two interesting things you have done or achieved since you came to the UK
- at least one thing you enjoy about living in the UK
- at least one thing that you find difficult about living in the UK

Lay out your email with an appropriate beginning and ending.

You do not need to fill in the 'To' and 'Subject' boxes in the final email.

Write between 100-120 words.

You must plan your writing first, using the space provided below.

Plan your work here:	

New Message ≯ ×	
То:	Marker use only
Subject:	Offig

This is not a live paper	
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Send +	
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Total marks for Task 3: 16 Marks

only

**End of Assessment** 

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