



Please write clearly in block capitals.

Centre number

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Candidate number

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Surname

Forename(s)

Candidate signature

Functional Skills Certificate

FUNCTIONAL ENGLISH

Component 2 Writing Level 1

Thursday 12 November 2015

Afternoon

Time allowed: 45 minutes

Materials

- You will need no other materials.

Instructions

- Use black ink or black ball-point pen.
- Fill in the boxes at the top of this page.
- Answer **both** questions.
- You must answer the questions in the spaces provided. Do not write outside the box around each page or on blank pages.
- Do all rough work in this book. Cross through any work that you do not want to be marked.

Information

- The marks for questions are shown in brackets.
- The maximum mark for this paper is 20.
- You are reminded of the need for good English and clear presentation in your answers.
- You may use a dictionary.

Advice

- You are advised to spend about half your time on each question.



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IB/M/Nov15/E2

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Answer **both** questions.

You are advised to spend about half your time on each question.

1



Free Time is My Time!!

No work, college or school?

The best way to spend a free day?

You have a full day to yourself to do whatever you wish. We're looking for the best article on the topic and the winner will receive a £50 gift voucher.

Write an article.

You see the above in Free Time magazine and wish to enter the competition. Write an article about the best way to spend a free day.

You should write about:

- what you would like to do in the free day
- why you would recommend it
- any arrangements needed.

Remember to:

- plan your answer
- write accurately in sentences and paragraphs.

[10 marks]

Plan your answer here:



[illegible]

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[illegible]

Turn over for the next question

**DO NOT WRITE ON THIS PAGE
ANSWER IN THE SPACES PROVIDED**



2

The Animal House

Animal care and holiday home

We can care for any animal, large or small
Top quality care
Healthy food and drink
Space and exercise for your pet
Reasonable fees

Manager: Zadie Jones,
zadie.animalhouse@email.com



You wish to use the above company to care for your pet while you are away. Write an email to the manager of The Animal House to provide information about your pet and how long you will be away.

Write about:

- why you have chosen The Animal House
- what dates you are away
- any special needs your pet has.

Remember to:

- plan your answer
- write accurately in sentences and paragraphs.

[10 marks]

Plan your answer here:



[illegible]

10

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