

Mark Scheme

Functional
Skills

Edexcel Functional Skills qualifications in English at Entry 1 - Writing mark scheme



Entry 1: Writing mark scheme

Task	Content required	
1	Information presented includes full name, address, postcode and date of birth. Information may be fictitious but must be appropriate to that required by the Free Day Pass application.	
	Written response shows learner is able to:	
	Coverage and range	Mark
	Use written words and phrases to present information <ul style="list-style-type: none"> mostly appropriate completion of details = 2 marks some incomplete or inappropriate details = 1 mark up to a maximum of two marks	2
	Coverage and range	Mark
	Construct simple sentences using full stops <ul style="list-style-type: none"> mostly accurate sentence construction using full stops = 2 marks some evidence of sentence construction using full stops = 1 mark up to a maximum of two marks	2
	Coverage and range	Mark
	Spell correctly some personal or very familiar words <ul style="list-style-type: none"> almost all correct = 2 marks some correct = 1 mark up to a maximum of two marks	2
Total for task		6

Task	Content required	
2	Appropriate response to writing a short note to a friend in hospital.	
	Written response shows learner is able to:	
	Coverage and range	Mark
	Use written words and phrases to present information <ul style="list-style-type: none"> appropriate detail and accuracy of expression = 2 marks brief or limited accuracy of expression = 1 mark up to a maximum of two marks	2
	Coverage and range	Mark
	Construct simple sentences using full stops <ul style="list-style-type: none"> mostly accurate sentence construction using full stops = 2 marks some evidence of sentence construction using full stops = 1 mark up to a maximum of two marks	2
	Coverage and range	Mark
	Spell correctly some personal or very familiar words <ul style="list-style-type: none"> almost all correct = 2 marks some correct = 1 mark up to a maximum of two marks	2
Total for task		6

Assessment coverage grid

Learners must complete both tasks to meet the coverage and range of the skills standard at entry level 1.

Tasks 1 and 2

Writing				
<u>Skill Standard</u> Write short, simple sentences.				
<u>Criterion Ref. no.</u>	<u>Coverage</u>	<u>Description</u>	<u>No. of marks</u>	<u>%</u>
E1.3.1	Task 1 and Task 2	<ul style="list-style-type: none"> use written words and phrases to present information 	4	$33\frac{1}{3}$
E1.3.2	Task 1 and Task 2	<ul style="list-style-type: none"> construct simple sentences using full stops 	4	$33\frac{1}{3}$
E1.3.3	Task 1 and Task 2	<ul style="list-style-type: none"> spell correctly some personal or very familiar words 	4	$33\frac{1}{3}$
Total for writing			12	100

