

Mark Scheme Set 2

Functional
Skills

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

Entry 1: Writing mark scheme

Task	Content required	
1	Information presented includes name, address, mobile number and date of birth. Information may be fictitious, but must be appropriate to the requirements of a registration form.	
	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 markssome 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 markssome 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 markssome correct = 1 mark Up to a maximum of two marks	2
Total for task		6

Task	Content required	
2	Suitable content for an email to a friend, with an appropriate invitation to go shopping.	
	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 markssome 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 markssome 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 markssome 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

Centre name:	Learner name:
Centre number:	Learner number:

Learners must take **both** tasks at entry level 1. If the tasks are contextualised, these must also be attached to this record sheet with the learners completed work.

Task One	
Date(s) taken:	
	Task one
	/6

Task Two	
Date(s) taken:	
	Task two
	/6

The pass percentage is 75%
To pass the writing component at entry level 1 the learner must score at least 9 marks out of the available 12 across the two tasks.

TOTAL MARK for writing component:

/12

Please tick the box if the learner has achieved writing entry 1.	
Centre comment:	
Assessor Name:	
Assessor Signature:	Date:

Please attach another page if you wish to make additional comments.