

# Edexcel Functional Skills – Entry 2

## English

### Entry 2 Reading TASK A

#### Set 2

Controlled Assessment Material

**Valid from September 2012 to August 2013**

Learner name

Learner signature and date

Turn over ►

W42773A

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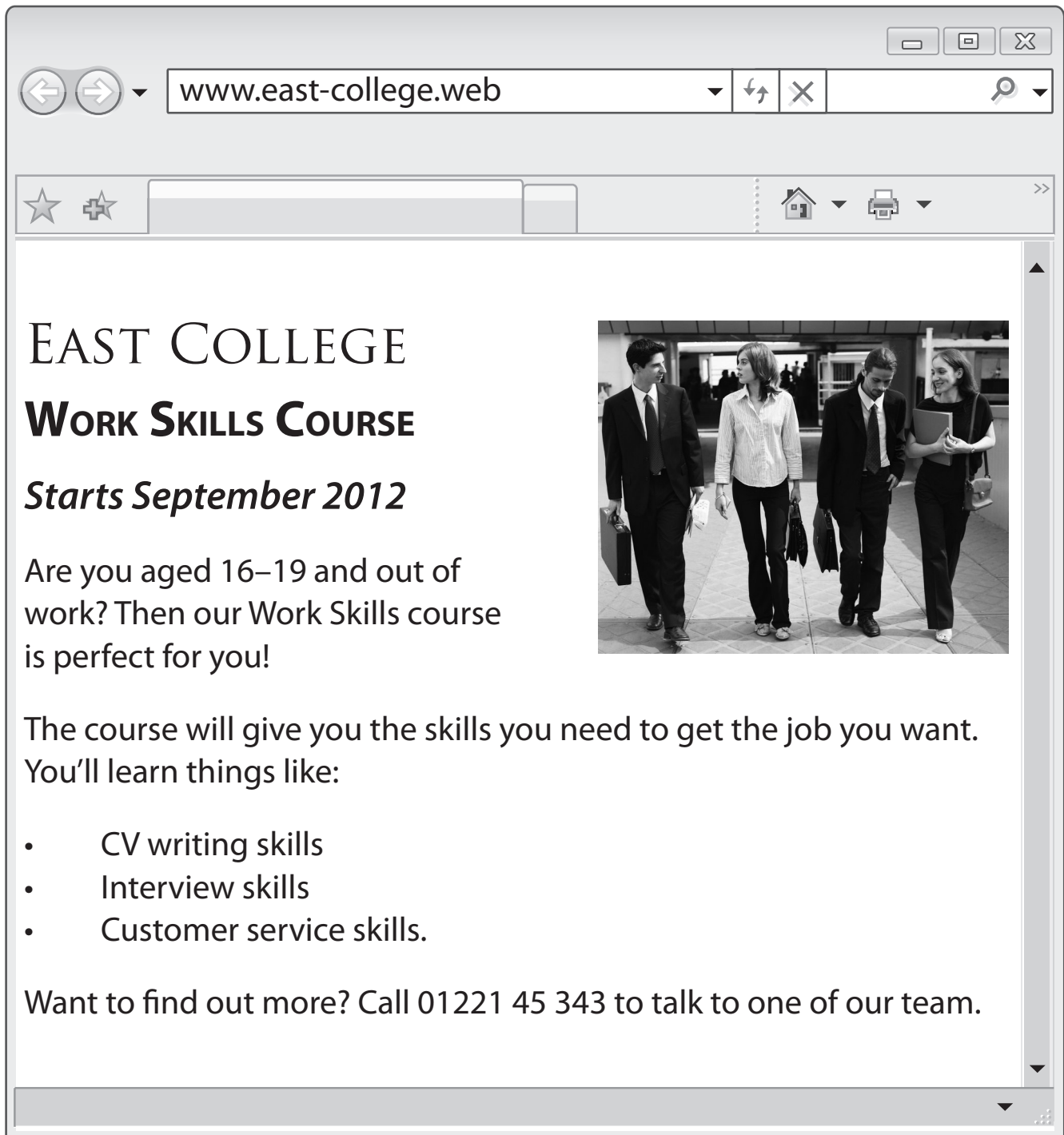


PEARSON

Read Text A1 and answer questions 1 to 4.

## Text A1

Dale wants to do a college course. He looks on the internet.



The screenshot shows a web browser window with the address bar displaying 'www.east-college.web'. The page content includes the title 'EAST COLLEGE' and 'Work Skills Course' in a large, bold font. Below the title, it says 'Starts September 2012'. A paragraph of text asks if the reader is aged 16-19 and out of work, stating the course is perfect for them. To the right of this text is a black and white photograph of four young adults (two men and two women) walking in a hallway, dressed in business-casual attire. Below the paragraph, there is a bulleted list of skills: CV writing skills, Interview skills, and Customer service skills. At the bottom of the page, there is a call to action: 'Want to find out more? Call 01221 45 343 to talk to one of our team.'

**EAST COLLEGE**  
**Work Skills Course**  
*Starts September 2012*

Are you aged 16–19 and out of work? Then our Work Skills course is perfect for you!

The course will give you the skills you need to get the job you want. You'll learn things like:

- CV writing skills
- Interview skills
- Customer service skills.

Want to find out more? Call 01221 45 343 to talk to one of our team.

## Text A1 questions

### 1 Write your answer on the line below.

When does the course begin?

.....

**(Total for Question 1 = 1 mark)**

### 2 Put a tick ☒ in the correct box.

Who is this course aimed at?

|          |                    |                          |
|----------|--------------------|--------------------------|
| <b>A</b> | People at school   | <input type="checkbox"/> |
| <b>B</b> | People at college  | <input type="checkbox"/> |
| <b>C</b> | People out of work | <input type="checkbox"/> |

**(Total for Question 2 = 1 mark)**

### 3 Put a tick ☒ in the correct box.

What should Dale do if he wants more information?

|          |                      |                          |
|----------|----------------------|--------------------------|
| <b>A</b> | Email the college    | <input type="checkbox"/> |
| <b>B</b> | Phone the college    | <input type="checkbox"/> |
| <b>C</b> | Write to the college | <input type="checkbox"/> |

**(Total for Question 3 = 1 mark)**

**4 Write your answers on the lines below.**

State **two** things you'll learn on this course.

1 .....

2 .....

**(Total for Question 4 = 2 marks)**

**TEXT A2 BEGINS ON THE NEXT PAGE**

**Read Text A2 and answer questions 5 to 9.**

**Text A2**

Dale applies to do the course. He receives this letter:

East College  
5 High Street  
EA2 6BD  
01221 45 343

12th September 2012

Dear Dale,

I'm delighted to offer you a place on our Work Skills course.  
The course will start on Monday 24th September.

On the 24th please come to Reception at 9 am and ask for  
Mina Parmar. You'll just need to bring a pen and notebook.

Please contact Student Services to get your free bus pass.

Regards,  
Kim Bennett

## Text A2 questions

5 Put a tick ☒ in the correct box.

Why has the college sent Dale this letter?

|          |                                   |                          |
|----------|-----------------------------------|--------------------------|
| <b>A</b> | To offer him a job at the college | <input type="checkbox"/> |
| <b>B</b> | To offer him a place on a course  | <input type="checkbox"/> |
| <b>C</b> | To offer him an interview         | <input type="checkbox"/> |

(Total for Question 5 = 1 mark)

6 Write your answer on the line below.

What is the date of the letter?

.....

(Total for Question 6 = 1 mark)

7 Put a tick ☒ in the correct box.

Who should Dale ask for on his first day?

|          |                  |                          |
|----------|------------------|--------------------------|
| <b>A</b> | Mina Parmar      | <input type="checkbox"/> |
| <b>B</b> | Student Services | <input type="checkbox"/> |
| <b>C</b> | Kim Bennett      | <input type="checkbox"/> |

(Total for Question 7 = 1 mark)

**8 Write your answer on the line below.**

What will Dale get free with this course?

.....

**(Total for Question 8 = 1 mark)**

**9 Write your answer on the lines below.**

Look up the word **delighted** in your dictionary and write down what it means.

.....

.....

.....

.....

**(Total for Question 9 = 1 mark)**