

Pearson Edexcel Functional Skills – Entry 2

English

Entry 2 Writing

Set 3

Controlled Assessment Material

Valid from September 2014 to August 2015

Learner name

Learner signature and date

Instructions

- Use blue or black ink. Do not use pencil.
- Write your answers in the spaces provided. There may be more space than you need.

Information

- There are 10 marks available for each task.
- You may use a dictionary.

Advice

- Read each question carefully.
- Make sure you know what to do before you write your answers.
If you are not sure, ask.
- Check your work carefully after finishing each task.
- Use clear English and present your answers carefully.
- Remember to:
 - write neatly
 - write in complete sentences
 - use at least two conjunctions (joining words, for example and, as, but, or)
 - check your spellings
 - use capital letters, full stops and question marks where you need to.

Turn over ►

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PEARSON

Task 1

Keep Fit Leisure Centre

Do you want to keep fit?

Do you want to meet people?

We are offering free entry for a week.

Just fill in the form and tell us:

- what you do to keep fit
- where you do it
- how often you do it.

Write complete sentences using joining words (conjunctions)
e.g. and, as, but, or.

Check your spellings.

Remember to use capital letters, full stops and question marks where you need to.



Fill in this form.

Keep Fit Application Form

Name:

Email:

Write 3 or 4 sentences to tell us about how you keep fit.

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(Total for Task 1 = 10 marks)

Task 2

You have just come back from holiday. Write an email to a friend about your holiday.

You could include:

- where you went
- what you did
- what you liked or didn't like about the holiday.

Write complete sentences using joining words (conjunctions) e.g. and, as, but, or.

Check your spellings.

Remember to use capital letters, full stops and question marks where you need to.

Write your email here.

The image shows a simulated email composition window. At the top right, there are three window control buttons: a minus sign, a square, and an 'X'. Below these are three input fields for the email header:

- From:** You (you@youremail.com)
- To:** Your friend (friend@mailbox.com)
- Subject:** Holiday

The main body of the window is a large, empty area with horizontal dotted lines for writing. On the right side of this area is a vertical scrollbar. At the bottom of the window is a status bar with several fields: Page, Sec, At, Ln, Col, REC, TRK, EXT, OVR, and English (U.K.).

(Total for Task 2 = 10 marks)