

## Pearson Edexcel Functional Skills – Entry 1

# English

## Entry 1 Writing

### Set 3

Controlled Assessment Material

**Valid from September 2016 to August 2017**

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 6 marks available for each task.
- You may use a dictionary.

### Advice

- Read each task carefully.
- Make sure you know what to do before you write your answers.  
If you are not sure, ask.
- Use clear English and present your answers carefully.
- Check your work carefully after finishing each task.
- Use capital letters and full stops where you need to.

Turn over ►

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PEARSON



## Task 1

Your local cafe is having a prize draw.  
You can win coffee and cakes for  
two people.

**Fill in the form.**

**Check your spellings.**

**Remember to use capital letters and full stops where you  
need to.**





### Win coffee and cakes for two people

Full name:

Address:

Email:

Phone number:

Please write 2 or 3 sentences about why you like the cafe on the lines below.

.....

.....

.....

.....

.....

.....

**(Total for Task 1 = 6 marks)**

**TASK 2 BEGINS ON THE NEXT PAGE**



## Task 2

You are having a party.

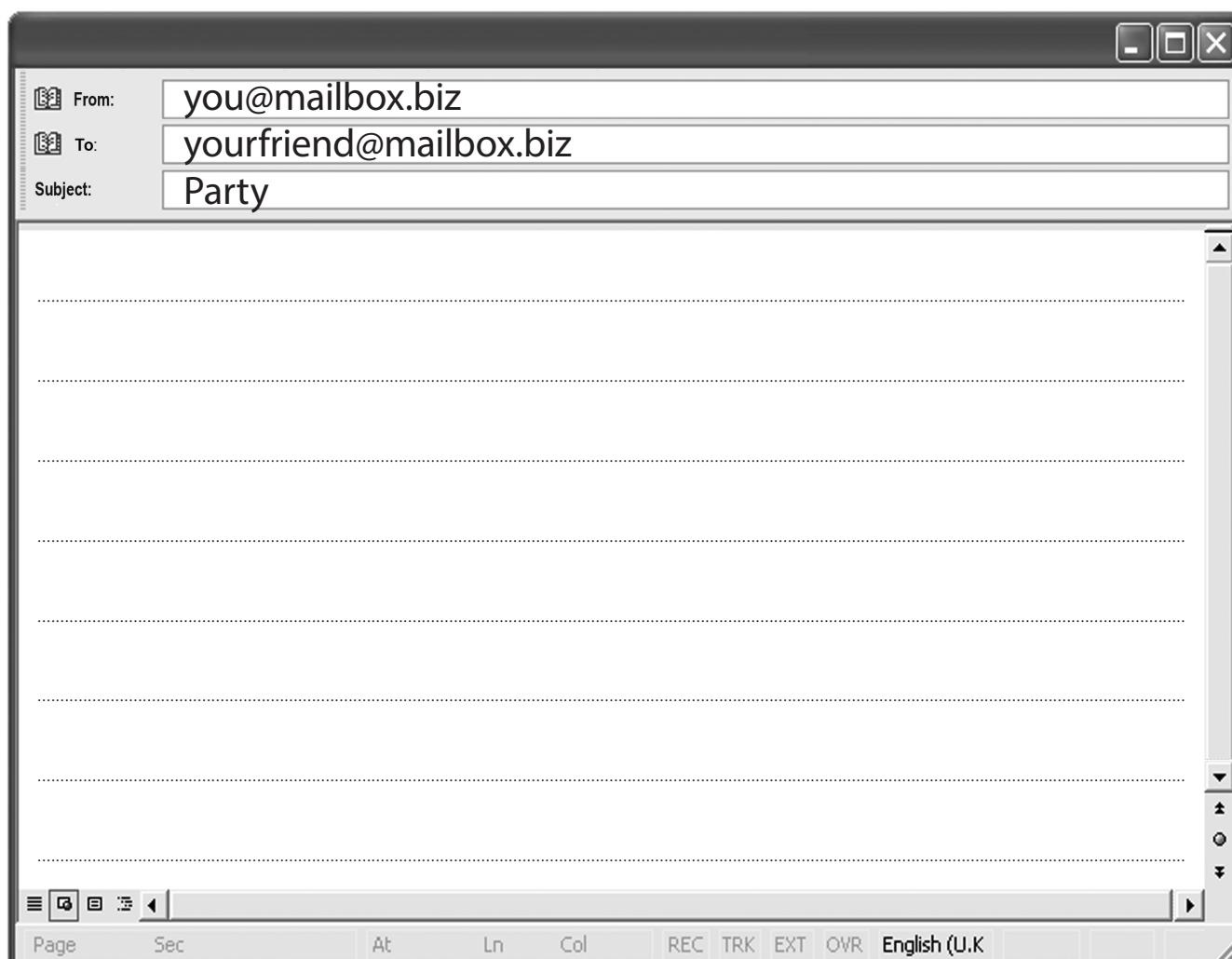
Write an email to ask your friend to come to the party.

Write 2 or 3 sentences.

**Check your spellings.**

**Remember to use capital letters and full stops where you need to.**

**Write your email here.**

A screenshot of an email composition window. The header bar is dark grey with standard window controls (minimize, maximize, close) on the right. Below the header, the 'From:' field contains 'you@mailbox.biz', the 'To:' field contains 'yourfriend@mailbox.biz', and the 'Subject:' field contains 'Party'. The main body of the window is a large white area with horizontal dotted lines for writing. At the bottom, there is a status bar with icons for attachments, a scroll bar, and a row of labels: 'Page', 'Sec', 'At', 'Ln', 'Col', 'REC', 'TRK', 'EXT', 'OVR', and 'English (U.K.)'.

**(Total for Task 2 = 6 marks)**