

ESOL Skills for Life (QCF)

Entry 2 – Writing

Sample 2



Your full name:
(BLOCK CAPITALS)

Centre: Date:

Candidate registration number:

Time allowed: 50 minutes

Please complete **all three** tasks. Write your answers in pen, **not** pencil.
You may **not** use dictionaries. You may **not** use correction fluid.

For examiner use only

Examiner initials	Examiner number

Task 1

Complete the form below.

Brown's Superstore Application to work in a new department	
Section 1 – Personal details	
First name	
Surname	
House number	
Street	
Town or city	
Postcode	
Telephone	
Section 2 – New Department	
Where do you want to work? Please tick (✓) one	<input type="checkbox"/> Clothing Department <input type="checkbox"/> Kitchen Department <input type="checkbox"/> Furniture Department
What date can you start?	
How many hours can you work each week?	
Signature	
Date	<div> <div>D</div> <div>D</div> <div>–</div> <div>M</div> <div>M</div> <div>–</div> <div>Y</div> <div>Y</div> <div>Y</div> <div>Y</div> </div>

Task 2

Last week you went to a big city. Write an article for your teacher. Say what you did in the big city.

Write about 80 words.

My visit to a big city

[illegible]

Please turn over

Task 3

Yesterday you bought some new clothes. Write an email to your friend. Describe the clothes.

Write about 80 words.

The image shows a screenshot of an email composition window. At the top is a menu bar with the following options: File, Edit, View, Insert, Format, Tools, Message, and Help. Below the menu bar is a toolbar with icons for Send, Cut, Copy, Paste, Undo, Check Spelling, Attach, Priority, Sign, Encrypt, and Offline. The email header fields are as follows:

- To: a.person@email.com
- Cc:
- Subject: My new clothes

Below the header fields is a rich text editor toolbar with icons for text color, background color, bold, italic, underline, strikethrough, bulleted list, numbered list, link, unlink, and image. The main body of the email is a large text area with horizontal lines for writing.

End of exam