

Example marked candidate responses

ESOL Skills for Life (QCF) – Entry 2

Below are two examples of candidate responses to the ESOL Skills for Life Entry 2 writing test followed by the marks and rationales from the marker.

All names and personal data have been changed or removed.

Candidate 1 (secure pass)

Task 1

Complete the form below.

Monthly Travel Ticket – free for employees	
SECTION 1 – PERSONAL DETAILS	
Title:	Mr Mrs Ms Miss (delete as applicable)
First name:	ARSHAD
Surname:	GUL
Address:	59 NOTTIDGE ROAD
Postcode:	NG1 1AA
Email address:	arshadgul@email.com
Telephone:	07123 456789
SECTION 2 – DETAILS OF JOURNEY	
Travel to work by:	<input checked="" type="radio"/> bus <input type="radio"/> underground <input type="radio"/> train (circle one)
Journey starts from (name station or bus stop):	Leeds city centre station
Monthly ticket to start on:	DATE <u>27</u> / <u>04</u> / <u>2015</u> D D M M Y Y Y Y
SECTION 3 – SIGNATURE	
I confirm that the information on this form is correct	
Signature:	
Date:	<u>28</u> / <u>04</u> / <u>2015</u> D D M M Y Y Y Y

Entry 2 – Writing

Task 2

Last month you went to a party. Write an article for your teacher. Say what you did at the party.

Write about 80 words.

A party

Dear ~~Hi~~ Penney

I hop you fine.

I want to tell you about on my birthday party
at last month.

In the my party many friends came from
different city.

My wife cooked some tasty Iranian food,
because ^{we are from} ~~It's~~ Iran. At midnight finished my party
and all ^{my} friends went to home.

I was very happy after a long time,

I ^{visited} ~~saw~~ some friends ^{for first time} in the UK.

Best wishes

Entry 2 – Writing

Task 3

You have a new manager at work. Write an email to your friend and describe your new manager.

Write about 80 words.

The image shows a screenshot of an email client window. The window title is "Email". The menu bar includes "File", "Edit", "View", "Insert", "Format", "Tools", "Message", and "Help". The toolbar contains icons for Send, Copy, Paste, Undo, Check Spelling, Attach, Print, Sign, Encrypt, and Offline. The "To" field contains "a.person@email.com", the "Subject" field contains "My manager", and the "Cc" field is empty. The main body of the email is written in cursive handwriting on a lined background. The text reads: "Hi Reza", "I found a new job last week.", "I'd like tell you about my new manager.", "He is tall and strange, he has got black hair, blue eyes and small, but he is srouise in work ~~at~~ ^{he is} and on time.", "He is kind and friendly, and he help me always, because I started this job last week. I enjoy this job for first in the UK.", and "Best wishes".

Candidate 1 marks and rationale

Assessment criteria		Mark (out of 4)	Rationale
Task 1 – form			
2.1	Record personal details on a form correctly	4	Almost all of the form is completed with a high level of appropriacy (only the name of the town is missing). The communicative aims of the form have been achieved and all conventions of form filling are applied.
Task 2 – article			
1.1	Present information in an appropriate format for the intended audience	2	The text format is inappropriate – the candidate has written a letter rather than an article. Although the candidate doesn't give many details about what they did at the party, they give a satisfactory description and the style is appropriate.
1.2	Construct simple and compound sentences correctly	3	Simple sentences are constructed well, there is a compound sentence using a conjunction and a complex sentence using <i>because</i> (above level). The candidate demonstrates comprehensive control over the past tense, eg <i>came, cooked, finished</i> . Word order is used appropriately most of the time except for <i>finished my party</i> . There is also some inaccuracy with adverbial time references, such as at <i>last month</i> . Also, the meaning of the last sentence is opaque in the context of the whole letter (<i>I visited some friends for first time in the UK</i>).
1.3	Use adjectives correctly	4	There are examples of appropriate and correct use of adjectives, eg <i>tasty Iranian food, I was very happy, after a long time, different city</i> . Word order is accurate.
1.4	Use punctuation correctly	3	Full stops are used accurately to mark off the sentences in the text. However, commas are misapplied on the two occasions they have been used.
1.5	Use upper and lower case letters correctly	4	Capital letters at the beginning of sentences are used correctly throughout. There is also correct use of capitalisation for proper nouns, eg <i>Penney, Iranian, UK</i> .
1.6	Spell words correctly	4	Correct spelling is used consistently despite a couple of errors (<i>hope, from</i>).

Assessment criteria		Mark (out of 4)	Rationale
Task 3 – correspondence			
1.1	Present information in an appropriate format for the intended audience	4	The information is presented in an appropriate format. It is perhaps a little formal in style but it progresses logically and contains an appropriate level of detail.
1.2	Construct simple and compound sentences correctly	4	There is a good balance of simple and compound sentences. Two conjunctions are level appropriate (<i>and, but</i>), and one is above the level (<i>because</i>). There is evidence of control over simple past, eg <i>I found a new job last week, I started this job last week</i> . Word order is used appropriately throughout the text. Minor errors do not impede understanding.
1.3	Use adjectives correctly	4	Common adjectives are used in many places across the text, eg <i>new, tall, strange, black, blue, serious, kind and friendly, best</i> . Word order with adjectives is consistently accurate.
1.4	Use punctuation correctly	3	Full stops are used accurately to mark off the sentences in the text. However, the use of commas is inconsistent.
1.5	Use upper and lower case letters correctly	4	Capitalisation is applied consistently at the beginning of sentences and for proper nouns, eg <i>Reza, UK</i> .
1.6	Spell words correctly	3	Correct spelling is used fairly consistently but some minor errors are present with common words such as <i>smile</i> and <i>serious</i> , which could impede understanding.

Candidate 1 achieves 46 marks out of 52 (secure pass).

Candidate 2 (strong pass)

Entry 2 – Writing

Task 1

Complete the form below.

Monthly Travel Ticket – free for employees	
SECTION 1 – PERSONAL DETAILS	
Title:	Mr Mr Mr Mr (delete as applicable)
First name:	Vasile
Surname:	Popescu
Address:	82A Pine Tree Walk, Stockport
Postcode:	SK1 1AA
Email address:	Popescuv@email.com
Telephone:	0161 765 4321
SECTION 2 – DETAILS OF JOURNEY	
Travel to work by:	<input checked="" type="radio"/> bus <input type="radio"/> underground <input type="radio"/> train (circle one)
Journey starts from (name station or bus stop):	Wellington Street
Monthly ticket to start on:	DATE <u>01/05/2015</u> D D M M Y Y Y Y
SECTION 3 – SIGNATURE	
I confirm that the information on this form is correct	
Signature:	
Date:	<u>28/04/2015</u> D D M M Y Y Y Y

Entry 2 – Writing

Task 2

Last month you went to a party. Write an article for your teacher. Say what you did at the party.

Write about 80 words.

A party

I went to Sweden last month. I went to Sweden to ~~birthday~~ my friend's birthday. I went to my friend's birthday with my brother.

We went to a birthday at 6:00 pm. We saw Sweden people in a party. Sweden people is very kind. After that we drank some beer. My friends made different food and cakes. I ate steak and rice. I liked steak and then I ate chocolate cake. After that we went home.

I liked party because Sweden people is kind and honest. We ~~had~~ had lovely night.

Entry 2 – Writing

Task 3

You have a new manager at work. Write an email to your friend and describe your new manager.

Write about 80 words.

The image shows a screenshot of an email client window. The window title is "File Edit View Insert Format Tools Message Help". The address bar shows "To: a.person@email.com" and "Subject: My manager". The main body of the email contains the following handwritten text:

Dear pouya.

Thank you for your ~~email~~ email. I want tell to you about my new manager at work.

Her name is Ella. She is very clever. She is kind and lovely. She is hard working and she likes hard working people. She comes to work on time everyday. She is honest and at work she helps another people. I like she because she is good at work.

Ella is tall. She has short black hair. She has a nice face and she has normal nose. She has a lovely eyes. She is young.

I hope you like my manager. Could you tell me about your manager please?

Candidate 2 marks and rationale

Assessment criteria		Mark (out of 4)	Rationale
Task 1 – form			
2.1	Record personal details on a form correctly	4	All of the form is completed with a high level of appropriacy. The communicative aims of the form have been fully achieved.
Task 2 – article			
1.1	Present information in an appropriate format for the intended audience	4	The information is presented in an appropriate format. It is descriptive and semi-formal with a structure and relevant detail for the purpose and genre.
1.2	Construct simple and compound sentences correctly	3	The candidate has constructed simple sentences correctly but there is a lot of repetition. There is a complex sentence using <i>because</i> (above level), but there is only one compound sentence (<i>I liked steak and then I ate...</i>). Past tense verbs are used consistently, eg <i>went, drank, saw, ate, liked</i> . Word order is used appropriately.
1.3	Use adjectives correctly	3	Common adjectives are used in the text, eg <i>last, kind, honest, different, lovely</i> , but the range could be wider. Word order with adjectives is consistently accurate. However, the consistent use of the phrase <i>Sweden people</i> creates an awkward effect.
1.4	Use punctuation correctly	3	Full stops are used accurately to mark off the sentences in the text. However, no other punctuation is evident.
1.5	Use upper and lower case letters correctly	4	Capital letters are used consistently as sentence boundary markers and for the proper noun <i>Sweden</i> .
1.6	Spell words correctly	3	Correct spelling is used fairly consistently but some errors are present with common words such as <i>different, chocolate</i> and <i>hotel</i> .
Task 3 – correspondence			
1.1	Present information in an appropriate format for the intended audience	4	The information is presented in the correct format. There is an appropriate amount of detail, a logical structure and a good writer-reader relationship.
1.2	Construct simple and compound sentences correctly	4	There is comprehensive control over simple statements and the question <i>Could you tell me about your manager please?</i> Compound sentences are also used accurately, eg <i>She is hardworking and she likes hardworking people, she is honest and at work she helps....</i> Word order is accurate throughout.
1.3	Use adjectives correctly	4	There is comprehensive coverage of common adjectives, eg <i>new, clever, kind, lovely, hardworking, honest, good, tall, short, lovely, young</i> etc. Word order with adjectives is consistently accurate.
1.4	Use punctuation correctly	3	Full stops mark sentence boundaries consistently. Although there is a question mark, the range of punctuation is limited, possibly due to the number of short sentences.
1.5	Use upper and lower case letters correctly	4	The candidate uses capital letters at the beginning of sentences correctly and proper nouns are almost always capitalised.
1.6	Spell words correctly	4	Correct spelling is used consistently throughout the text.

Candidate 2 achieves 47 marks out of 52 (strong pass).