

# Sample Assessment for Functional Skills English Writing Level 1

## Sports Sponsorship

### Question Paper

**Note:**

**These materials relate to the Functional Skills English assessments that will be in use from September 2015**



**3748-011**  
**Level 1 Functional Skills English**  
**Writing**  
**Sample Assessment 3**  
**Sports Sponsorship**



Candidate Name (First, Middle, Last)




Candidate enrolment number      DOB (DDMMYYYY)



Candidate signature\*

Exam date (DDMMYYYY)

Centre number



**General information:**

- the duration of this paper is **1 hour, 20 minutes**
- the maximum mark for each question is shown
- the total number of marks available is **50**.

**General instructions:**

- read each question carefully
- answer **both** questions
- dictionaries, electronic grammar and spell checkers **are** permitted (internet access is **not** permitted).

**You will be assessed on:**

- writing clearly and coherently, including an appropriate level of detail
- presenting information in a logical sequence
- using language, format and structure suitable for purpose and audience
- using correct grammar, including correct and consistent use of tense
- ensuring written work includes generally accurate punctuation and spelling and that meaning is clear.

**\*I declare that I have no prior knowledge of the questions in this assessment and that I will not divulge to any person information about the questions.**

For examiner's use only	
Question	Mark
Total	





## Question 1

You are the leader of a local 'street style' dance company called Tempo and would like to enter a competition in France. You need to raise funds for transport and accommodation.

**Your task:** is to write a letter to a local business asking them to sponsor you.

The address to write to is Heather Reed, Stayley's Printing, Devon House, Grant Road, Hensham, HR5 7UJ.

Expand upon the following points:

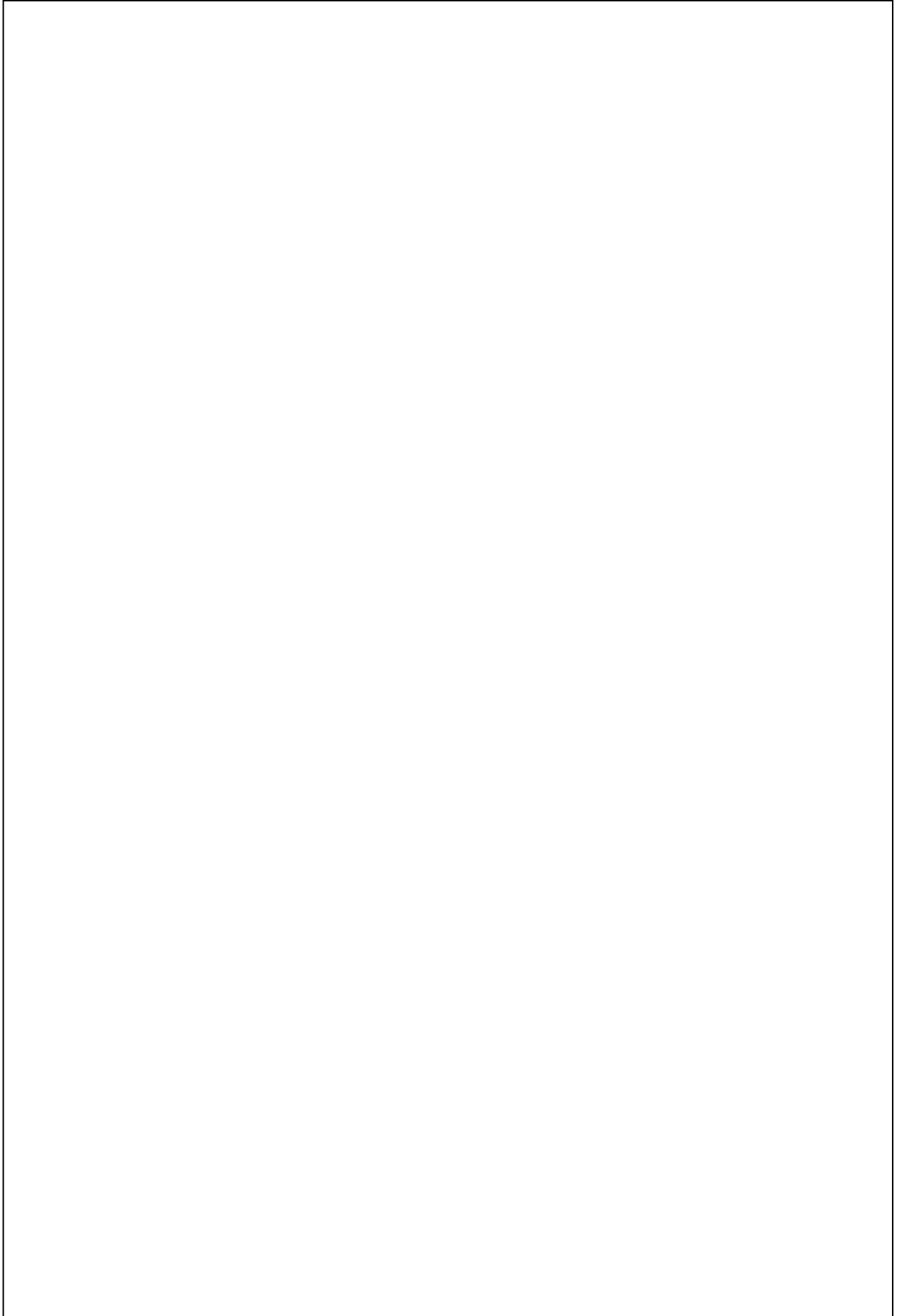
- why you are writing
- details about the competition in France
- why the dance company is important to you
- what you would like from the business
- what they would get in exchange.

**(25 marks)**

**We suggest you write about 200-250 words.**



You may use the space below for planning and drafting.

A large, empty rectangular box with a thin black border, occupying most of the page. It is intended for students to use for planning and drafting their response to the prompt above.



## Question 1 – Write your letter here

A series of horizontal dotted lines providing a writing area for the letter.





A series of 25 horizontal dotted lines spanning the width of the page, providing a template for writing.





A series of horizontal dotted lines for writing, spanning the width of the page.





## Question 2

SUBJECT: Induction



**Heather Reed**

From: **Heather Reed** ([director@stayleys.com](mailto:director@stayleys.com))

Sent: 07 March 09:34

To: [Tempo@btmedia.com](mailto:Tempo@btmedia.com)

Hi

**Welcome back from the competition in France. I hear it was great fun. I look forward to hearing all about it. I was wondering if you would please write a brief article for our website about the experience. I know you won the competition, which is fantastic! I also heard you visited a local animal sanctuary. Sounds great. I would like to get the article up on the website asap.**

**Many thanks**

*Heather Reed*

Director Stayley's Printing

**T: 0203 532 9667 | E: [follow this link to our website](#)**

**This email and any files attached are confidential and only for the individual or group to whom they are addressed. If you receive this email in error, please notify the sender of the original message. Do not forward to anyone. This message has been scanned for viruses and spam and is believed to be clean.**

**Your task:** is to write the article for Stayley's Printing website.

You must expand on the following points:

- where you went
- the competition
- the support you received from Stayley's Printing
- your visit to the animal sanctuary.

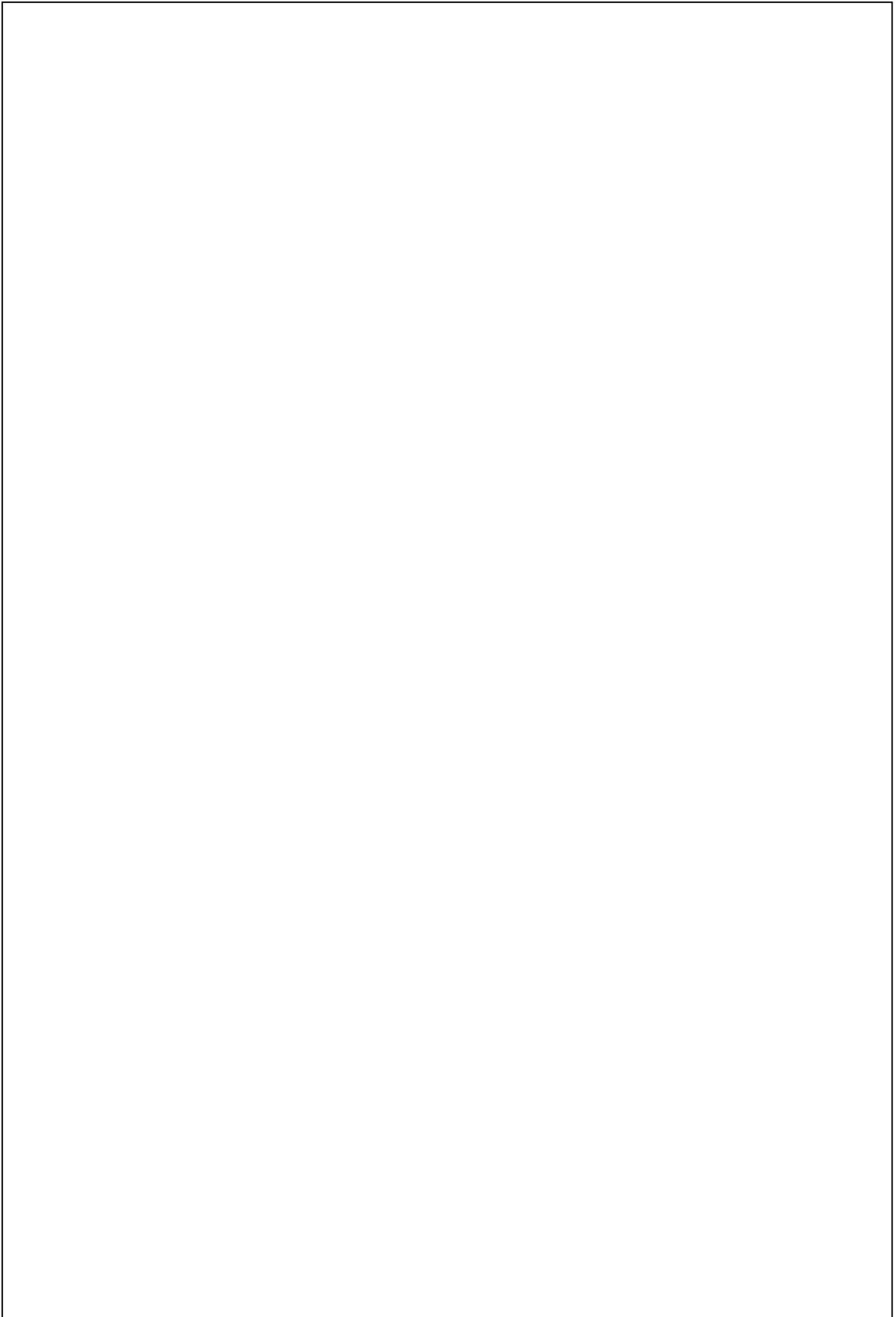
**(25 marks)**

**We suggest you write about 200-250 words.**





You may use the space below for planning and drafting.

A large, empty rectangular box with a thin black border, occupying most of the page. It is intended for the student to use for planning and drafting their response to the prompt above.



**Question 2 – Write your article here.**

A series of horizontal dotted lines for writing an article.





Lined writing area consisting of 25 horizontal dotted lines.







## End of Assessment





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