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# 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**

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# 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 |
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| 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.

## Question 1 – Write your letter here

# Question 2

SUBJECT: Induction

**Heather Reed**

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

Sent: 07 March 09:34

To: 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**

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**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
- the music festival.

**(25 marks)**

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

You may use the space below for planning and drafting.

## Question 2 – Write your article here.

**End of Assessment**

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**1 Giltspur Street**
**London**
**EC1A 9DD**
**T +44 (0)844 543 0000**
**F +44 (0)20 7294 2413**
**www.cityandguilds.com**

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