

# Functional Skills English (4748)

## Entry 1 Reading

### Sample assessment



www.cityandguilds.com  
March 2020  
Version 1.0

## Candidate Paper

# Party

Time allowed: 30 minutes

Total marks: 10

Candidate's name: \_\_\_\_\_

City & Guilds enrolment number: \_\_\_\_\_

Date of registration: \_\_\_\_\_

Date of assessment: \_\_\_\_\_

### You will need

- a pen with black or blue ink
- a dictionary.

### Instructions

- Read each question carefully.
- Answer **all** the questions.
- You do not need to write full sentences.
- There are no marks for spelling or punctuation.

### Candidate's declaration:

I confirm that this assessment is my own work.

Candidate's signature \_\_\_\_\_

Date \_\_\_\_\_

## Activity 1

Read the text.



# How to Plan a Party

**We all like a party.**  
A party is the chance to bring everyone together.

Here are some ways to help you plan the best party ever.



**Think about:**

1.  **Where** you want to have your party
2.  **When** – a date and time
3.  **Who** you want to come
4. £ **The cost** – how much money you want to spend
5. What you want to eat and drink 
6. Don't forget the music 

**Look out for our next leaflet on Party Food**

**Complete the sentences about the text.**

1. The text is about

cooking for a party.

going to a party.

having a party.

(Tick **one**)

2. Choose \_\_\_\_\_ will come.

3. Think about how much the party will \_\_\_\_\_.

4. Number \_\_\_\_\_ is about food.

5. The text is a

letter.

message.

leaflet.

(Tick **one**)

**5 marks**

## Activity 2

Read the text.

### **Come to our party!**

Saturday  
23 June  
2 o'clock

You are invited to

### **Mike's Birthday Party**

at  
85 Hay Road  
Mayfield



Come along and have fun.  
Enjoy food, drink and dancing.  
We will have a BBQ and games.

Let me know by Monday 11 June  
**Call Dana on 07932 66436**

**Answer the questions about the text.**

1. What is the text about?

(Tick **one**)

- A garden party for Dana.
- A birthday party for Mike.
- An evening party at Hay Road.

2. Name **two** things there will be at the party.

1. \_\_\_\_\_

2. \_\_\_\_\_

3. What date is the party?

\_\_\_\_\_

4. The text is an

- email.
- advert.
- invitation.

(Tick **one**)

**5 marks**

Check your work.

**End of assessment**