You will need
• a pen with black or blue ink.

You must not use a dictionary or spell check.

Instructions
• Answer all of the questions.

Candidate’s declaration:
I confirm that this assessment is my own work.

Candidate’s signature ________________________________

Date __________________________
Activity 1

Complete the task.

Put the letters in alphabetical order. Use lower case letters.

N  A  T  P

_____  _____  _____  _____

Put the letters in alphabetical order. Use upper case letters.

y  g  u  d

_____  _____  _____  _____

2 marks

Activity 2

Correct the sentences. Use capital letters where they are missing.

Please go and see mrs Dent.

__________________________________________________

On Sunday i’m having a party.

__________________________________________________

2 marks
Activity 3

Write about some news.

Write four sentences. Use capital letters and full stops.

Write two sentences about some news you have heard.

1) …………………………………………………………………………………………………………………………….

2) …………………………………………………………………………………………………………………………….

Write two sentences about some news you would like to hear.

1) …………………………………………………………………………………………………………………………….

2) …………………………………………………………………………………………………………………………….

7 marks
**Activity 4**

Write a note to a friend who you haven’t spoken to for a long time.

Tell your friend:
- how you are
- **two** bits of news
- what could be better
- **two** things you want to do.

**Write in sentences. Use capital letters and full stops.**

9 marks

Check your work.

End of assessment