

Functional Skills
English Writing Assessment
Entry Level 2

Learner name

Run number

Learner signature

Centre

Assessment date

Task	Available marks	Assessor Mark	IQA Mark
1	12		
2	12		
Total	24		

Instructions to learners

Check that you have the correct paper. Please complete the information above.

Use blue or black ink. Do not use a pencil.

You may use a dictionary.

There are 2 tasks.

Total marks available: **24**

You should try to answer ALL the questions.

You have **45 minutes** to finish the assessment.



Task 1

You must complete this survey about a hotel you stayed in. You must write in full sentences.

Hiltop Hotel customer survey

Name & Address:

Postcode: _____

What you liked about your stay with us:

What you did not like about your stay with us:

(12 marks)

Task 2

You want to tell your friend about your weekend away. You write an email telling them about the weekend. Here are some ideas for your email:

- Tell them where you went for your weekend away.
- Why you went away.
- What you did there.

You must write in full sentences.

(12 marks)

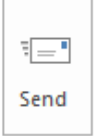
**Functional Skills English Writing
Entry Level 2 Paper – Weekend Away
SAMPLE
Assessment Task Sheet**



PART OF nocn GROUP

Task 2

Write your email here.

 Send	To...	<input type="text"/>
	Cc...	<input type="text"/>
	Subject	<input type="text"/>

END OF ASSESSMENT

NOCN
Acero Building
1 Concourse Way
Sheaf Street
Sheffield
S1 2BJ

email: nocn@nocn.org.uk

Tel: 0300 999 1177