ESOL Skills for Life (QCF)



Level 2 - Writing Past paper 5

Your full name: (BLOCK CAPITALS)		
Centre:	Date:	
Candidate registration number:		
Time allowed: 110 minutes		
Please complete all four tasks. Write your answers in pe You may not use dictionaries. You may not use correcti		

For examiner use only

Examiner initials	Examiner number

Planning section

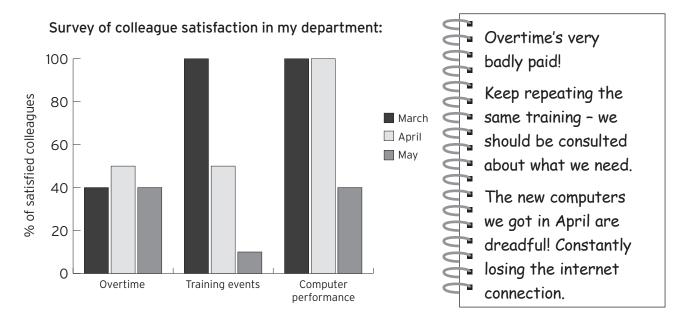
For this exam you must show you know how to plan your writing. Use this section to plan your answer to one or two of the tasks in this exam paper. Remember, you **must** plan at least one answer in this box.

Use this box to plan your answers.	

Task 1

You wish to make a formal request at work. You must put your request in writing by completing the form below. Use the notes below to write your answer.

Write about 250 words in total for the form.



Full name:
Department:
Job title:
Explain the problems your colleagues are experiencing
NB The form continues overleaf

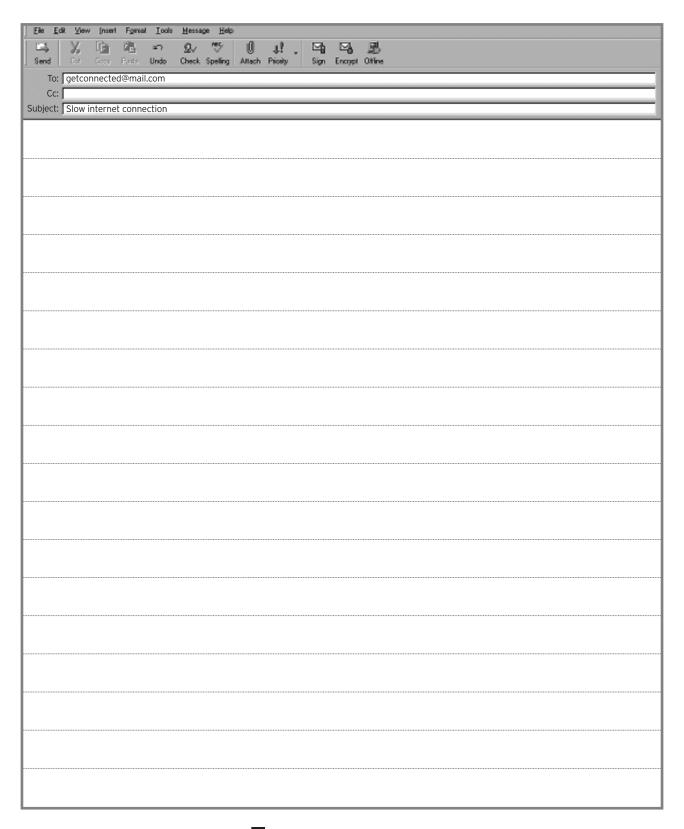
Suggest the action you would like the company to take	

Write an article for a food magazine about eating habits in your country.			
Write about 250 words.			

Task 3

Your internet connection is very slow. This is stopping you from completing your work on time. Write an email to your internet provider explaining why you need a faster connection, what you want them to do and what will happen if your request isn't met.

Write about 200 words.



Task 4

You arranged to meet your friend for coffee, but you were busy and you forgot to go. Write an email to your friend, apologising and suggesting a new arrangement.

Write about 50 words.

