ESOL Skills for Life

Level 1 – Writing



Sample Paper 3

Your full name:	
Candidate number:	
Centre number:	

Time allowed: 110 minutes

Exam date:

- Write your name, candidate number, centre number and exam date on the front of this exam paper.
- You must not open this exam paper until instructed to do so.
- This exam paper has **four** tasks. Complete **all** tasks.
- You may highlight parts of the exam paper with a highlighter pen.
- Write your answers on the exam paper.
- Use only blue or black pen for your answers.
- Do all rough work on the exam paper. Cross through any work you do not want marked.
- You must not use pencil, erasable pen or correction fluid.
- You must not use a dictionary in this exam.
- You must not take this exam paper out of the exam room.

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.

Your college common room is in bad condition and you think it needs some repairs and re-painting. Complete the form below.

Write about 150 words in total for the form.

COLLEGE MAINTENANCE FORM	
Name:	
Course:	
Date:	
Please give a brief description of the current state of the room.	
NB The form continues overleaf	

Please outline what action is needed.	
Diagon eveloin the herefite of taking the estion described	
Please explain the benefits of taking the action described.	

Write an article for your teacher on the subject of parks and green spaces in your area. Describe the most popular and explain why they are popular. Suggest ways the other parks and green spaces could be improved.

Write about 250 words.



Your new laptop stopped working so you have sent it away to be repaired. A month has passed and the manufacturer has still not been in touch. Write an email to the company expressing your concern and asking them to resolve the problem quickly.

Write about 150 words in your email.

To:	computers4u@email.com
Subject:	Laptop not working

Turn over page

You want to meet a friend for a coffee. Send him/her an email suggesting a time and place. Explain why you can't meet at lunch time.

Write about 80 words.

To:	friend@email.com
Subject:	Meet for coffee?