ESOL Skills for Life – Level 1

Marked learner work

Below is an example of a candidate's responses to the ESOL Skills for Life Level 1 Writing test followed by the marks and rationales from the marker.

All names and personal data have been changed or removed.

Task 1

You recently started working at Bailmore College.

The college wants to reward good performance each month and needs your ideas.

Complete the Employee of the Month Suggestions Form.

You should use the box below to plan your response.

Write about 150 words.

Planning notes

BAILMORE COLLEGE

Employee of the Month Suggestions Form

Nominate a colleague and describe your experience of working with him/her.

Last month, I ~~working~~ started working with Rania in the library at Bailmore college.

Since, I ~~have~~ started working with her, I have learnt a lot ~~interes~~ of amazing thing about books. Such as the different genres, difference between classic books and normal books. I have also learnt about organisation, how to put books in differents shelves.

Working with Rania had helped me to improve my communicationd and my resilience as well. I have also learnt about team-work and hard-work.

I had a great experience of working with her because, she always tried her best to make people feel welcome and also include in every activities. She is also good of teaching her colleague new things and respecting their believing.

Please provide suggestions of how we can reward good performance each month. Give reasons.

Firstly,

We can reward good performance by giving a ~~gift card~~ present such as gift card, discount card or also providing some assurance about health care, house or car.

Secondly, we can reward good performance by making people place higher and adding some money on their salaries.

Finally, one of the best ways we can reward good performance is by being greatful and also thankful.

All of these suggestions, will give people a motivation to do more than the previous work also, people like to ~~re~~ receive a reward about their hard ~~-~~work~~y~~ so providing these gifs, money ... will make an ~~sig~~ significant difference in their lifes and their manners of working.

Many thanks for your feedback.

Task 2

You ordered some new furniture online and received confirmation that it would arrive within five working days.

Unfortunately, the furniture has not arrived, and you need it for a special occasion.

Write an email to the furniture company.

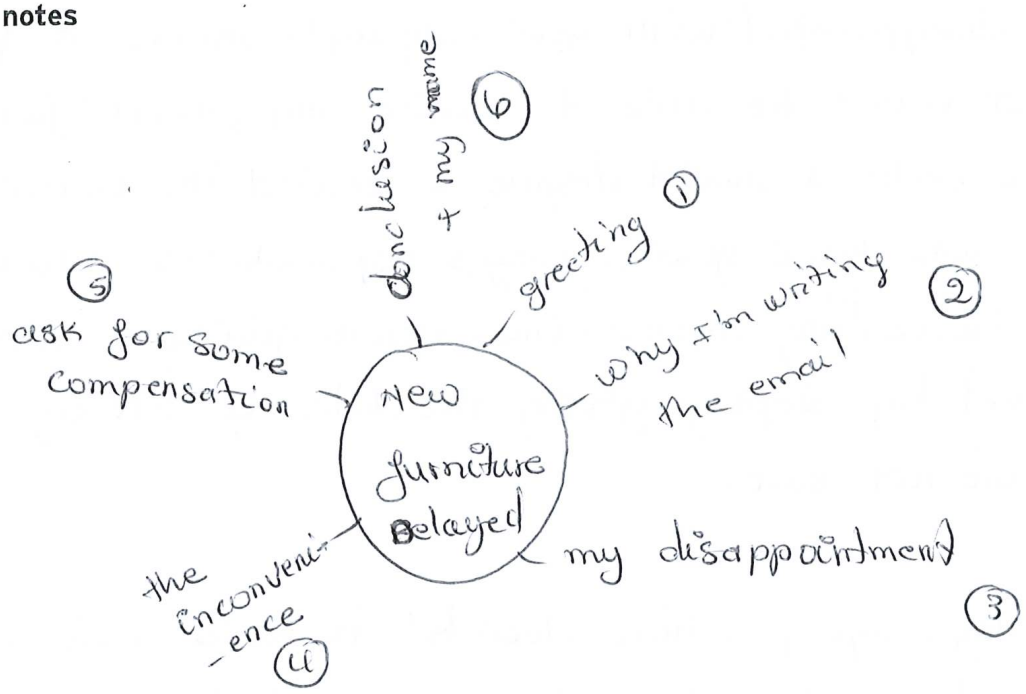
Write about:

- your disappointment with the service
- the inconvenience this has caused **and**
- ask for some compensation.

You should use the box below to plan your response.

Write about 150 words.

Planning notes



To: furniture@company.com

Subject: Delayed furniture

Dear sir / Maclam ,

I am writing this email to ~~dkd~~ talk about some furniture I have ordered in your company ~~and~~ which should arrived in five day but unfortunately has ~~been~~ chot arrived.

I am disappointed with your company's service to find that I won't be able to receive my parcel (furnitue) on the date I should despite I received the confirmation. People who have your company's responsabities should check twice for any inconvenience before giving a fause Rope and by stoping giving the date of dilevery if they are not sure.

Five days ago , I have decided to take a day off on the day I should receive parcel and this inconvience has caused me a lot of damage such as I missed ~~the~~ day of working which I may not receive any pay , I wasted all my journey waiting to receive my furniture and these new furniture is for my friend new house as a gift and I ~~have~~ ~~gave her a~~

told her to meet on the following days, so, I can give her the ~~fut~~ furniture as a gift. your company irresponsabities made me a liar in front of my friend and I had wasted all of ~~you~~ our times.

I am asking you ~~the~~ to delivery my ~~futu~~ furniture as ~~ye~~ soon as possible and also to make the package and delivery free ~~to~~ as compensation ~~may~~ of my dissappointment.

I looks foreword to hear from you as soon as possible.

Your faithfull.
John Smith

Task 3

You work in a secondary school. Write a report about the use of social media explaining the advantages, outlining potential issues and making recommendations for students.

You should use the box below to plan your response.

Write about 250 words.

Planning notes

Report on social media

Today, one of the great using thing is social media and as everything, social media has a lot of advantages and also a potentiel issues (disadvantages).

First of All, social media is the great way and also the easy way to communicate all around the world. Social media help us to stay in touch with our long-distance families, friends, colleagues... One of the advantages is that you can learn everything we wish to know with social media, it helps us to learn new languages, to discover a culture from other country, it is a fast way of getting informe(news) about anything all around the world. Social media can also help us to build a strong relationships with people. Social media is one of the easy ways to create our own business and sale our products to ~~easy~~ all the country in the world.

Despite the advantages, social media has also some disadvantages which might be take carefully. One of the potentiel issues is cyberbullying and stalking which might affect young people and also old people.

It ~~also~~ can also cause distraction by not managing our time. Some people may steel your personal details or hacking your account. These disadvantage can cause heath problem to vunerable person.

Social media ~~is a good~~ has a good benefits on us only if we can manage our time, protect our data and use control parent for young people. ~~or~~ A student might reduce their social media time and always talk to someone of any cyberbullying.

Candidate marks and rationale

	Assessment criteria	Mark	Rationale
Plan			
1.1	Plan text for a specific purpose	2	There is some evidence of a plan related to one task.
Task 1 – Form			
2.1	Produce content appropriate to purpose	3	Content is detailed and generally appropriate for the purpose.
2.4	Use grammar correctly	3	A good range of sentence structures is attempted.
2.5	Use punctuation correctly	2	A limited range of punctuation is used. There are errors in the use of commas and incorrectly beginning sentences with lower-case characters.
2.6	Spell words accurately	3	Some special-interest lexis is used. Some parts of the text are unclear as a result of inappropriate word choice or inaccurate spelling.
3.1	Complete a form with open and closed responses correctly	4	The form is completed appropriately.

Candidate marks and rationale (continued)

	Assessment criteria	Mark	Rationale
Task 2 – Email			
2.1	Produce content appropriate to purpose	3	Content covers all three bullet points.
2.2	Use appropriate language for a given task	2	The register is mixed. Some parts use an appropriately formal register, but other parts are too emotional and informal.
2.3	Sequence text in a logical sequence for purpose	2	Paragraphs are used but there is little use of discourse markers.
2.4	Use grammar correctly	2	Level 1 grammar is attempted but is largely unsuccessful.
2.5	Use punctuation correctly	2	Punctuation is often inadequate with overlong sentences. Use of punctuation is limited in range. There are errors in the use of upper- and lower-case letters.
2.6	Spell words accurately	3	There are occasional errors but these do not impede comprehension.

Candidate marks and rationale (continued)

	Assessment criteria	Mark	Rationale
Task 3 – Report or Article			
2.1	Produce content appropriate to purpose	2	This is a general report on social media, which does not focus on the context outlined in the rubric.
2.2	Use appropriate language for a given task	3	Lexis and register are appropriate for the task.
2.3	Sequence text in a logical sequence for purpose	4	Paragraphs are used effectively, and the text is coherent.
2.4	Use grammar correctly	3	A range of grammar is employed with effective use of a range of modal verbs.
2.5	Use punctuation correctly	2	Punctuation is limited in range. There are errors in the use of upper- and lower-case characters.
2.6	Spell words accurately	3	There are occasional errors but these do not impede comprehension.

The candidate scores 48/72 (Pass). The pass mark is 48/72.