

ESOL Skills for Life (3692) Entry 2 Assignment for single mode assessment

Me and My Community Candidate's Paper for Reading

Candidate's name:

City & Guilds enrolment number:

Date of registration:

Date assessment started:

Date assessment completed:

Summary of achievement:

Reading _____

Activity 1 – Newsletter

You have up to 30 minutes to do this activity.

➤ Read the Newsletter

Student Newsletter

Lisa

I came to college two years ago. My children were grown up and I wanted a new start.

First I studied English and improved my reading and writing. Then I moved on to a computer course and started looking for a job.

The careers adviser helped me find work, first as a part time data-entry clerk but then as a full time office worker with the local council.

Amrit

I worked as a waiter in my cousin's restaurant until I came to the college. Secretly I wanted to go to university but I needed help with English first.

I already had good qualifications in my own language but I had to write good essays in English as well.

I visited the careers adviser. He helped me to fill in a UCAS application form to study law at university.

Last week I went for an interview. I hope to hear the result soon. Soon I shall be a university student and in a few years a brilliant lawyer.

Stefan

I could not speak English at all when I arrived in the UK so I enrolled at college on an English course.

The teacher was very good and I soon spoke English better than my brother who came here before me.

The teacher sent me to the careers adviser. The adviser helped me choose an apprenticeship.

I love cars so I chose a career in motor mechanics. I started the training in September.



➤ Use your dictionary.

Look up the meaning of the word **adviser**.
Write the meaning here.

Answer the questions about the newsletter.

1. What is the purpose of the newsletter?

Tick the correct box

- ☐ To give information about courses at college.
- ☐ To give advice on choosing courses at college.
- ☐ To give information about students at college.

2. When did Lisa start to study at college?

3. What course did Stefan first study at college?

4. What is Stefan doing now?

5. What job did Amrit do before college?

6. What job does Amrit want in the future?

7. Who helped Lisa, Stefan and Amrit move on from college?

Activity 2 – Complete a form

You have up to 15 minutes to do this activity.

➤ **Fill in the form. Use your own details.**



Rose Hill Adult College
44 West Bank, Rose Hill, BA44 6DD

Careers Department Registration Form

Title: Mr/Mrs/Miss/Ms (*circle one*) Family name _____

First name(s) _____

Address _____

Postcode _____ Telephone number _____

Date of Birth _____

I am interested in
(tick ✓ one box or more)

☐

employment

☐

apprenticeships

☐

university

☐

voluntary work

☐

other (*please give details*) _____

Activity 3 – Letter

You have up to 15 minutes to do this activity.

➤ Read the letter.



Rose Hill Adult College
44 West Bank
Rose Hill
BA44 6DD

6 January

Dear student,

We are pleased to invite you to a Careers Department Open Day on Tuesday 15 February.

The day starts with a talk by the local careers service at 10 o'clock. You can then meet employers, staff and visitors from universities and employment agencies. You can complete an application form and ask for further information about a range of jobs and courses. We are open until 9 in the evening.

Where to go at the Open Day:

Jobs

You can find advice on jobs in **the main hall**. You can ask questions about:

- working in offices, hospitals, shops and childcare
- working on building sites, roads, cars and computers
- working for parks, sports centres and the local council.

Training

To talk about training and apprenticeships go to **the library**.

- You can find out about training courses and qualifications.
- You can ask about university and how to apply.

Voluntary work

Voluntary work does not pay you but it can be interesting and can lead to paid work later. Visit **the reading room** next to the library for information about

- care for the elderly or the disabled
- how to run a youth group or a charity shop
- community and the environment.

Please contact the Careers Department on ☎ **0121 478282** or email **Armina@rosehill.ac.com** to book a place.

For more information about Rose Hill Adult College - www.rosehill.co.com

Answer the questions about the article.

1. What is the aim of the letter?

Tick the correct box

- ☐ To persuade you to get careers advice.
- ☐ To invite you to a Careers Open Day at the College.
- ☐ To give you instructions to apply for work or training.

2. What date was the letter sent?

3. What time does the event finish?

4. Where do you go for information about apprenticeships?

5. Where is the reading room?

6. Name **two** ways you can book for the Open Day.

1. _____ 2. _____

➤ **Check all your work.** (You have up to 15 minutes to do this.)

➤ **Give all your work to your tutor.**

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