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September 2016 Version 1.2

Sample Assessment for Functional Skills English Writing Level 1

Journalist Application

Mark Scheme

Note:

These materials relate to the Functional Skills English assessments that will be in use from September 2015

3748-011

Functional Skills English Level 1

Writing

Sample Assessment 4

Marking Scheme

Journalist Application

Mark scheme

Question 1	Maximum marks	Coverage and Range
Writing is consistently clear and coherent. Writing is clear and coherent most of the time. Writing is clear and coherent some of the time. Writing is insufficiently clear and coherent.	**3 marks** **2 marks** **1 mark** **0 mark**	**1.3.1a**
Writing contains all relevant detail. Writing contains most relevant detail. Writing contains some relevant detail. Writing contains insufficient detail. Relevant detail: • the day • why it was so memorable • what effect it had on you • what you would have changed to make it even better.	**3 marks** **2 marks** **1 mark** **0 mark**	
Writing is presented in a logical sequence. There is some attempt at presenting writing in a logical sequence. There is no sequencing of information/content.	**2 marks** **1 mark** **0 mark**	**1.3.2a**
Language is consistently suitable for purpose and audience. Language is suitable for purpose and audience most of the time. Language is suitable for purpose and audience some of the time. Language is not suitable for purpose and audience.	**3 marks** **2 marks** **1 mark** **0 mark**	**1.3.3a**
Format is suitable for purpose and audience. Format is not suitable for purpose and audience.	**1 mark** **0 mark**	
Structure is suitable for purpose and audience. There is some attempt at appropriate structure for purpose and audience. There is no attempt at structure.	**2 marks** **1 mark** **0 mark**	

Spelling marks

Marks	Errors in a text that is too short 0-100 words	Errors in a text that is short 100-130 words	Errors in a text of acceptable length 130-250 words	Errors in a text that is long 250+ words	
3			0	0	
2		0	1-5	1-7	
1	0-3	1-5	6-10	8-12	
0	4+	6+	11+	13+	

Grammar marks

Marks	Errors in a text that is too short 0-100 words	Errors in a text that is short 100-130 words	Errors in a text of acceptable length 130-250 words	Errors in a text that is long 250+ words	
4			0	0	
3		0	1-4	1-6	
2		1-4	5-8	7-10	
1	0-4	5-8	9-12	11-14	
0	5+	9+	13+	15+	

Punctuation marks

Marks	Errors in a text that is too short 0-100 words	Errors in a text that is short 100-130 words	Errors in a text of acceptable length 130-250 words	Errors in a text that is long 250+ words	
4			0	0	
3		0	1-4	1-6	
2		1-4	5-8	7-10	
1	0-4	5-8	9-12	11-14	
0	5+	9+	13+	15+	

Total for Question 1	**25 marks**

Question 2	Maximum marks	Coverage and Range
Writing is consistently clear and coherent. Writing is clear and coherent most of the time. Writing is clear and coherent some of the time. Writing is insufficiently clear and coherent.	**3 marks** **2 marks** **1 mark** **0 mark**	**1.3.1b**
Writing contains all relevant detail. Writing contains most relevant detail. Writing contains some relevant detail. Writing contains insufficient detail. Relevant detail: • what volunteering involves • some of the problems facing the elderly • why it is important to help people in the community • the benefits of volunteering for the volunteer.	**3 marks** **2 marks** **1 mark** **0 mark**	
Writing is presented in a logical sequence. There is some attempt at presenting writing in a logical sequence. There is no sequencing of information/content.	**2 marks** **1 mark** **0 mark**	**1.3.2b**
Language is consistently suitable for purpose and audience. Language is suitable for purpose and audience most of the time. Language is suitable for purpose and audience some of the time. Language is not suitable for purpose and audience.	**3 marks** **2 marks** **1 mark** **0 mark**	**1.3.3b**
Format is suitable for purpose and audience. Format is not suitable for purpose and audience.	**1 mark** **0 mark**	
Structure is suitable for purpose and audience. There is some attempt at appropriate structure for purpose and audience. There is no attempt at structure.	**2 marks** **1 mark** **0 mark**	

Spelling marks

Marks	Errors in a text that is too short 0-100 words	Errors in a text that is short 100-130 words	Errors in a text of acceptable length 130-250 words	Errors in a text that is long 250+ words	
3			0	0	
2		0	1-5	1-7	
1	0-3	1-5	6-10	8-12	
0	4+	6+	11+	13+	

Grammar marks

Marks	Errors in a text that is too short 0-100 words	Errors in a text that is short 100-130 words	Errors in a text of acceptable length 130-250 words	Errors in a text that is long 250+ words	
4			0	0	
3		0	1-4	1-6	
2		1-4	5-8	7-10	
1	0-4	5-8	9-12	11-14	
0	5+	9+	13+	15+	

Punctuation marks

Marks	Errors in a text that is too short 0-100 words	Errors in a text that is short 100-130 words	Errors in a text of acceptable length 130-250 words	Errors in a text that is long 250+ words	
4			0	0	
3		0	1-4	1-6	
2		1-4	5-8	7-10	
1	0-4	5-8	9-12	11-14	
0	5+	9+	13+	15+	

Total for Question 2	**25 marks**
Total for English Writing assessment	**50 marks**

***Indicative pass mark**	***30 marks out of 50**

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