Sample Assessment for Functional Skills English Writing Level 2

Nuisance and Hazards
Mark Scheme

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

Functional Skills English
Level 2
Writing

3748-014

Sample Assessment 7

Marking Scheme

Nuisance and Hazards

Marking scheme

Question 1	Maximum marks	Candidate mark	Coverage and Range
Writing contains all relevant information/ideas on complex subject.	**3 marks**		
Writing contains most relevant information/ideas on complex subject.	**2 marks**		
Writing contains some relevant information/ideas on complex subject.	**1 mark**		
Writing contains insufficient information/ideas on complex subject.	**0 marks**		
Relevant information: • purpose of the report • how the problem has been monitored • details of the problem • effect on residents • recommendations			**2.3.2**
Information/ideas on complex subject presented concisely.	**2 marks**		
Information/ideas on complex subject presented concisely some of the time.	**1 mark**		
Information/ideas on complex subject not presented concisely.	**0 marks**		
Information/ideas on complex subject presented clearly.	**2 marks**		
Information/ideas on complex subject presented clearly some of the time.	**1 mark**		
Information/ideas on complex subject not presented clearly.	**0 marks**		
Use a range of writing styles for different purposes. **Document type must be as specified in the question.** Format is suitable for purpose and audience.	**1 mark**		
Format is not suitable for purpose and audience.	**0 marks**		
Structure is suitable for purpose and audience.	**2 marks**		**2.3.3b**
There is some attempt at appropriate structure for purpose and audience.	**1 mark**		**2.3.4b**
There is no attempt at structure.	**0 marks**		
Language is consistently suitable for purpose and audience.	**3 marks**		
Language is suitable for purpose and audience most of the time.	**2 marks**		
Language is suitable for purpose and audience some of the time.	**1 mark**		
Language is not suitable for purpose and audience.	**0 marks**		

Spelling marks

Marks	Errors in a text that is	Errors in a text that is	Errors in a text of	Errors in a text that is	Errors in a text of

	too short 0-130 words	short 130-180 words	acceptable length 180-300 words	long 300+ words	acceptable length that contains only level 1 words
3	🟥	🟥	0	0	
2	🟥	0	1-5	1-7	
1	0-1	1-5	6-8	8-10	0-4
0	2+	6+	9+	11+	5+

Grammar marks

Marks	Errors in a text that is too short 0-130 words	Errors in a text that is short 130-180 words	Errors in a text of acceptable length 180-300 words	Errors in a text that is long 300+ 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 0-130 words	Errors in a text that is short 130-180 words	Errors in a text of acceptable length 180-300 words	Errors in a text that is long 300+ 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	24 marks

Question 2	Maximum marks	Candidate mark	Coverage and Range
Writing contains all relevant information/ideas.	3 marks		
Writing contains most relevant information/ideas.	2 marks		
Writing contains some relevant information/ideas.	1 mark		
Writing contains insufficient information/ideas.	0 marks		
Relevant information: • What the current situation is and why it's dangerous • What you want to achieve • Why you need their support • What they can do to help			2.3.1
Information/ideas presented concisely.	2 marks		
Information/ideas presented concisely some of the time.	1 mark		
Information/ideas not presented concisely.	0 marks		
Information/ideas presented logically.	2 marks		
Information/ideas presented logically some of the time.	1 mark		
Information/ideas not presented logically.	0 marks		
Information/ideas presented persuasively.	2 marks		
Information/ideas presented persuasively some of the time.	1 mark		
Information/ideas not presented persuasively.	0 marks		
Use a range of writing styles for different purposes. **Document type must be as specified in the question.** Format is suitable for purpose and audience. Format is not suitable for purpose and audience.	1 mark 0 marks		2.3.3a 2.3.4a
Structure is suitable for purpose and audience.	2 marks		
There is some attempt at appropriate structure for purpose and audience.	1 mark		
There is no attempt at structure.	0 marks		
Language is consistently clear and suitable for purpose and audience.	3 marks		
Language is clear and suitable for purpose and audience most of the time.	2 marks		
Language is clear and suitable for purpose and audience some of the time.	1 mark		
Language is not clear or suitable for purpose and audience.	0 marks		

Spelling marks

Marks	Errors in a text that is too short	Errors in a text that is short	Errors in a text of acceptable	Errors in a text that is long	Errors in a text of acceptable

	0-130 words	130-180 words	length 180-300 words	300+ words	length that contains only level 1 words
3			0	0	
2		0	1-5	1-7	
1	0-1	1-5	6-8	8-10	0-4
0	2+	6+	9+	11+	5+

Grammar marks

Marks	Errors in a text that is too short 0-130 words	Errors in a text that is short 130-180 words	Errors in a text of acceptable length 180-300 words	Errors in a text that is long 300+ 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 0-130 words	Errors in a text that is short 130-180 words	Errors in a text of acceptable length 180-300 words	Errors in a text that is long 300+ 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	**26 marks**

Total for English Writing assessment	**50 marks**

***Indicative pass mark**	***32 marks out of 50**