

Please write clearly in	block capitals.		
Centre number		Candidate number	
Surname			
Forename(s)			
Candidate signature			 /

Functional Skills Certificate FUNCTIONAL ENGLISH

Component 2 Writing Level 2

Monday 26 February 2018

Afternoon

Time allowed: 1 hour

Materials

You will need no other materials.

Instructions

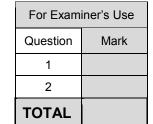
- Use black ink or black ball-point pen.
- Fill in the boxes at the top of this page.
- Answer both questions.
- You must answer the guestions in the spaces provided.
- Do not write outside the box around each page or on blank pages.
- If you need extra space for your answer(s), use the lined pages at the end of this book. Write the question number against your answer(s).
- Do all rough work in this answer book.
- Cross through any work you do not want to be marked.

Information

- The marks for questions are shown in brackets.
- The maximum mark for this paper is 30.
- You are reminded of the need for good English and clear presentation in your answers.
- You may use a dictionary.

Advice

You are advised to spend about 30 minutes on each question.





Answer **both** questions

You are advised to spend about 30 minutes on each question.

1 You read the following letter in your local newspaper:

Dear Editor,

I'm sick and tired of seeing so many annoying people blocking our streets these days. If they're not slumped on the floor with a plastic cup next to them, hoping to collect pennies, they are asleep in the doorways... Then you've got people running up to you to ask you to sign up for something... and then the entertainers. It can be quite intimidating. If you're lucky to get past those people, you've got your food and coffee stalls. Is there no end to the obstructions on the high street?

I am a retired nurse and don't have the time to deal with all these distractions and obstructions when I go into town. Can't something be done about it?

Yours faithfully,

Angela McKenzie

What do you think of Angela's views? We're looking to get the views of our readers on this important topic. Write to: Dave Hopkins, Editor, The Sentinel, High Street, Wickby WK9 6TV

Write a letter to Dave Hopkins expressing your views on the issues that Ms McKenzie raised.

Remember to:

- plan your answer
- write accurately in sentences and paragraphs.

[15 marks]

Plan your answer here:				
-				



Write your letter here:		Do not writ outside the box
Write your letter here:		
Extra space is availa	able on the next page if needed	

Turn over ▶



	Do not write outside the
	box
	15



Do not write outside the box Turn over for the next question DO NOT WRITE ON THIS PAGE ANSWER IN THE SPACES PROVIDED

Turn over ▶



2 You have recently moved into the flat shown in this advertisement:

Comfortable flat available

Good location, reasonable rent

Free Wifi and sports channels

Fully furnished, modern kitchen

Clean and tidy

Two bedrooms

Interested? Then contact...

Serena Johnson Liberty Estate Management serena.liberty@email



You are not happy with the flat since you have moved in and feel that the advertisement was misleading.

Write a persuasive email to Serena Johnson informing her about what is wrong with the flat and what you would expect her to do.

Remember to:

- plan your answer
- write accurately in sentences and paragraphs.

[15 marks]

Plan your answer here:		



Write your email here: **New Message** To... serena.liberty@email **=** Cc... Send Subject: Extra space is available on the next page if needed

Turn over ▶

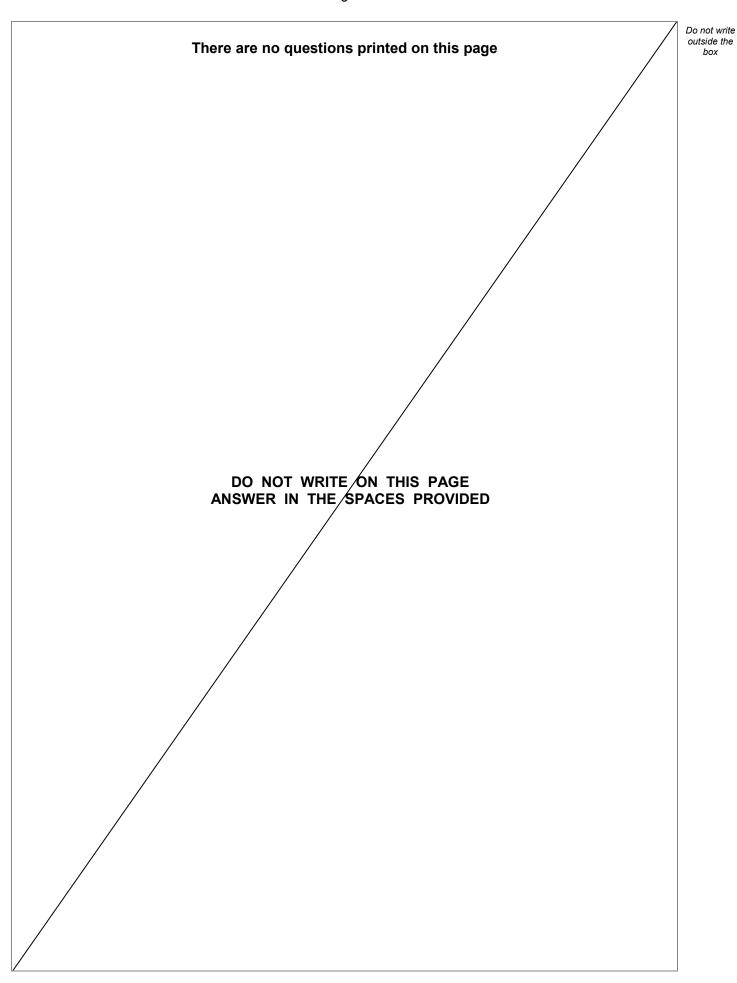


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END OF QUESTIONS







Question number	Additional page, if required. Write the question numbers in the left-hand margin.



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