

ESOL Skills for Life  
RQF Level: Level 1  
Candidate Booklet - Writing  
SAMPLE VERSION

The following details must be completed:

Candidate Name:

\_\_\_\_\_

Candidate Date of Birth:

DD / MM / YYYY  
\_\_\_\_\_

Candidate Signature:

\_\_\_\_\_

Centre Name:

\_\_\_\_\_

Assessor Name:

\_\_\_\_\_

Assessment Date:

Task 1:

DD / MM / YYYY  
\_\_\_\_\_

Task 2:

DD / MM / YYYY  
\_\_\_\_\_

**INSTRUCTIONS FOR CANDIDATES:**

- Do **NOT** turn over the page to start the assessment until instructed to do so
- This assessment is made up of **2 TASKS**.
- Answer all of the questions
- You must complete this assessment paper in black or blue **PEN**
- Dictionaries are **NOT** permitted in any part of this assessment











### Assessment Decision Record

<b>Candidate Name:</b>	
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**Task 1**

<b>Task marks:</b>	<b>4</b>	<b>2</b>	<b>0</b>
Task Achievement			
Structure			
Vocabulary Range and Control			
Grammatical Range and Control			
<b>Total marks:</b>	<b>/16</b>		

Assessor comments on and examples of Candidate performance:

**Task 2 Planning:** Award 1 mark for some evidence of planning present, and 2 marks for a full plan.

**Draft:** Award 1 mark for some evidence of the draft present, and 2 marks for a full draft with further evidence of changes and corrections in the final writing.

<b>Planning stage marks:</b>	<b>/2</b>	<b>First draft stage marks:</b>	<b>/2</b>		
<b>Final Writing Stage marks:</b>	<b>4</b>	<b>2</b>	<b>0</b>		
Task Achievement					
Structure					
Vocabulary Range and Control					
Grammatical Range and Control					
<b>Total marks:</b>	<b>/20</b>				

In order to obtain a pass, the Candidate needs to score a minimum of 22 marks across the whole assessment, and no fewer than 2 marks in each category for the final writing stages in both tasks.

<b>Total assessment marks:</b>	<b>/36</b>				
<b>Final outcome:</b>	<b>PASS / REFER</b>				
<b>Assessor Signature:</b>				DD / MM / YYYY	
<b>Internal Moderator Signature:</b> (if sampled)				DD / MM / YYYY	
<b>External Moderator Signature:</b> (if sampled)				DD / MM / YYYY	