AQA

Please write clearly in block capitals.

Centre number | | | | | | Candidate number | | | | |

Surname _____

Forename(s) _____

Candidate signature _____
I declare this is my own work.

Functional Skills Level 2
ENGLISH

Paper 2 Writing

Time allowed: 1 hour

For Examiner's Use	
Question	Mark
1	
2	
TOTAL	

Materials
- You will need no other materials.
- You **must not** have access to a dictionary or any other spelling or grammar aid.

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 questions 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.

Advice
You are advised to spend 20 minutes on **Question 1** and 40 minutes on **Question 2**.

Do not write outside the box

Answer **both** questions.

Answer the questions in the spaces provided.

0 1 You have applied for a part-time job and receive the following letter:

Bramby Logistics

Crossfield Warehouse
Park Lane
Bramby BY6 4TL

Dear Applicant,

Thank you for your recent application for a part-time post at Bramby Logistics.

We are pleased to offer you an interview to discuss a future role in our company.

Please come to the Reception Suite, Crossfield Warehouse, Park Lane, Bramby on Thursday June 30th 2022 at 2.00 pm. If there are any issues with regards to this interview please write to Shan Sumira at the above address.

Yours faithfully,
Angus Pickford, HR Manager

You are unable to attend this interview. Write a letter to Shan Sumira to explain why you are unable to attend and to ask for the interview to be re-scheduled. Your letter should be approximately **150** to **200** words in total.

Remember to:

- plan your answer
- use correct spelling, punctuation and grammar
- write clearly and effectively.

[6 marks]
[+ 3 marks for SPaG]

Plan your answer here:

Do not write outside the box

Write your letter here:

More space is available on the next page if needed

Do not write outside the box

9

Do not write outside the box

Turn over for the next question

DO NOT WRITE ON THIS PAGE
ANSWER IN THE SPACES PROVIDED

Do not write outside the box

0 2 You have seen the following invitation in LifesAWhirl, a lifestyle magazine:

Get off that phone!! Do something else!! Make a difference!!

I feel so sorry for young people these days. They're all stuck to their phones from morning to night. Why can't they enjoy life like we used to?
Jean, Norwich

I think phones make kids miserable.
Idris, London

We're looking for the best ideas to get young people to enjoy life differently. Submit an article to us about how young people could spend time away from their mobile phones. Upload your article at: lifesawhirl.co.uk. There are some great prizes: book tokens, board games, travel vouchers, art equipment, online courses…

You want to respond to the invitation from lifesawhirl.co.uk. Write an article suggesting ideas to help young people enjoy life differently, away from their mobile phones.

Remember to:

- plan your answer
- use correct spelling, punctuation and grammar
- write accurately in sentences and paragraphs.

[12 marks]
[+ 9 marks for SPaG]

Plan your answer here:

Do not write outside the box

Write the article here:

More space is available on the next page if needed

Do not write outside the box

END OF QUESTIONS

21

Do not write outside the box

There are no questions printed on this page

DO NOT WRITE ON THIS PAGE
ANSWER IN THE SPACES PROVIDED

Do not write outside the box

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

Do not write outside the box

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Do not write outside the box

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

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