

AQA **Surname** _____**Other Names** _____**Centre Number** _____**Candidate Number** _____**Candidate Signature** _____**I declare this is my own work.****Functional Skills Level 2****ENGLISH****Paper 2 Writing****8725/W****Time allowed: 1 hour****At the top of the page, write your surname and other names, your centre number, your candidate number and add your signature.****[Turn over]**

For this paper 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.**
- **Answer BOTH questions.**
- **You must answer the questions in the spaces provided.**
- **Do not write 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 TURN OVER UNTIL TOLD TO DO SO



Answer BOTH questions.

Answer the questions in the spaces provided.

0	1
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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.**

[Turn over]



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:

Write your letter here:

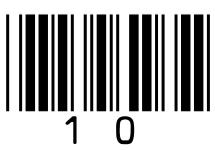
[Turn over]





[Turn over]





[Turn over]

<u>9</u>



0	2
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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...





An image shows a teenage girl looking at her phone. She looks sad. There are four girls talking and pointing at her in the background.

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.

[Turn over]



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:



Write the article here:

[Turn over]



Lined writing area consisting of multiple horizontal lines for text entry.



[Turn over]





[Turn over]



Ruled lines for writing answers.

END OF QUESTIONS

21



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



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For Examiner's Use	
Question	Mark
1	
2	
TOTAL	

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2 4



2 2 6 A 8 7 2 5 / W