



**Surname** \_\_\_\_\_

**Other Names** \_\_\_\_\_

**Centre Number** \_\_\_\_\_

**Candidate Number** \_\_\_\_\_

**Candidate Signature** \_\_\_\_\_

**I declare this is my own work.**

## **Functional Skills Level 1**

### **ENGLISH**

**Paper 2 Writing**

**8720W**

**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 27.
- 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**

**You have received the following flyer through your letter box:**

**Jumila's GardenCo**

**No job too small  
Weeding and clearing  
Lawns and ponds  
Flowers and veg  
Landscaping  
Indoor plants**

**Tel: 04224782999**

**E-mail: jumilagardco@email.com**

**You want to use Jumila's GardenCo to do some work for a relative.**

**Write an email to Jumila saying what you want the company to do.**



**Your email should:**

- **say why you are contacting the company**
- **give clear instructions about what needs doing**
- **ask about prices**
- **be approximately 80 to 120 words.**

**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:**

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**[Turn over]**



**BLANK PAGE**



Write your email in the space below:

**NEW MESSAGE**

To... jumilagardco@email.com

Cc... \_\_\_\_\_

Subject: \_\_\_\_\_

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**[Turn over]**





**BLANK PAGE**

**[Turn over]**



02

You were given a link to the following web page.



An image shows a park. In the background there is a lake. There are lawns next to the lake. Adults and children are walking along a footpath. One person is walking a dog.

Our parks are brilliant, aren't they?

Your council wants to hear about your experiences.

Tell us about a great day in one of our wonderful parks.

Upload your account and you could win some fabulous prizes.

Upload your account at [Brambyworld.com](https://Brambyworld.com)



**BLANK PAGE**

**[Turn over]**



**You want to upload an account to Brambyworld.com.**

**Write about a time when you enjoyed a visit to a local park.**

**You should:**

- **say where you went and who you were with**
- **say what you did and give any details**
- **say why you enjoyed your day.**

**Remember to:**

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

**[9 marks]**

**[+ 9 marks for SPaG]**

**Plan your answer here:**

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**[Turn over]**



Write your story here:

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**END OF QUESTIONS**

<hr/>
18



**Additional page, if required.**

**Write the question numbers in the left-hand margin.**




**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	
<b>TOTAL</b>	

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