

Write your name here

Surname

Other names

**Pearson Edexcel
Functional Skills**

Centre Number

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Candidate Number

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English

Level 2

Component 3: Writing

18 – 22 July 2016

Time: 60 minutes

Paper Reference

E203/01

You may use a dictionary.

Total Marks

My signature confirms that I will not discuss the content of the test with anyone until the end of the 5 day test window.

Signature: _____

Instructions

- Use **black** ink or ball-point pen.
- **Fill in the boxes** at the top of this page with your name, centre number and candidate number.
- Sign the declaration.
- Answer **both** tasks.
- Use the spaces provided to complete your tasks
– *there may be more space than you need.*

Information

- The total mark for this paper is 30.
- The marks for **each** task are shown in brackets
– *use this as a guide as to how much time to spend on each task.*
- You will be assessed on spelling, punctuation and grammar in both tasks.

Advice

- Read each task carefully before you start to answer it.
- Keep an eye on the time.
- Try to complete both tasks.
- Check your answers if you have time at the end.

Turn over ►

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PEARSON

Task 1

Information

You read the following in your school/college/workplace newsletter.



In next month's newsletter, we are running a feature called 'A Day in the Life' where we want to hear from our readers about their experiences of a typical working day.

What is your typical day like? What do you like doing the most and what could be improved to make your working life better?

We will publish the best article and the winner will receive £100.

What are you waiting for? Get writing now!

Writing Task

Write an article for your school/college/workplace newsletter entitled 'A Day in the Life'.

In your article, you should:

- describe what you do in a typical day
- state what you like and dislike about your day
- suggest how your day could be improved.

Remember to write in sentences and to use Standard English.

Begin your article on the next page.

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Handwriting practice area with 20 sets of horizontal lines. Each set consists of a solid top line, a dashed middle line, and a solid bottom line.



Lined writing area for Task 1.

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(Total for Task 1 = 15 marks)



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Task 2

Information

You read this notice in the Dintone News.

Local community centre to close

Dintone Council is to demolish the local community centre and replace it with a supermarket.

The council argues that it will bring 'much needed jobs to the area', although Dintone already has two supermarkets.

The community centre is used by many residents, including an under 5s playgroup and a senior citizens' dance club. There is also a job club, which has had a great deal of success in helping local people back into work.

We at Dintone News believe this is not a good development for the community. We would like to hear from our readers about the closure.

Writing Task

Write a letter to Simon Burke, Editor, Dintone News, High Street, Dintone, DZ5 2TN, giving your views on the subject.

In your letter, you should:

- state whether you think it is a good idea to replace the community centre with a supermarket
- give detailed reasons to support your view.

Use sentences and write in Standard English.

Remember to set out your letter correctly.

Begin your letter on the next page.

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TOTAL FOR PAPER = 30 MARKS

