

Candidate Name										
DOB										
Unique Learner Number (ULN)										
Centre Name										
Today's Date										

## Functional Skills Assessment: SAMPLE

### Subject: English – Speaking, Listening and Communication

### Level: Entry 3

Please read the following carefully before you begin this assessment

All of the details in the box above MUST be completed

Check that your paper is the correct level and the correct subject

All papers MUST be handed in at the end of the assessment

You MUST NOT take assessment papers outside the assessment room

There are TWO tasks in this assessment

You should try to answer all questions on this assessment paper

Allow time to check your work before the end of the assessment

#### Paper Information

You will need a black or blue ink pen to complete the paper

You may use a dictionary

**You have 15 minutes (with 30 minutes preparation time) to complete this assessment**

For Examiner's Use	
Question	Mark
Task 1 (100%)	
Task 2 (100%)	
<b>Total (100%)</b>	

### **Task One - Speaking and Listening - One to One (5 minutes)**

You must contact a local bus, coach, train or ferry station of your choice to ask for some information. This may be by phone, in person or simulated in the classroom environment (with direct tutor observation). You may make a list of the questions that you need to ask. For example these could include:

- Directions to or from the station
- The times that any bus/coach/train/ferry leave for a town of your choice
- How much a ticket for your journey will cost
- Information about an event that they are holding
- To request job or volunteering information

Make sure that you check that you have understood what you have been told. Your tutor will ask you questions about the information.

You may make your own notes if you so wish.

### **Task Two - Speaking and Listening - Group Discussion (10 minutes)**

Take part in a group discussion about your experiences of using the bus/coach/train/ferry. This could include:

- Things that have gone wrong
- Your own points of view about public transport
- The cost of tickets
- The reasons that people use the transport
- Why certain people choose different forms of transport
- The lack of any of the transport facilities in your area

You will be marked on:

- Preparation for the discussion
- Making relevant and detailed contributions to the discussion
- Responding appropriately to other people
- Presenting information and your own point of view clearly to others
- Making different types of contributions to the discussion
- Using appropriate language

**END OF ASSESSMENT**

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