ESOL Skills for Life



Level 1 – Writing

Sample Paper 4

Your full name: (BLOCK CAPITALS)		
Candidate number:	 	
Centre number:	 	
Exam date:		

Time allowed: 110 minutes

- Write your name, candidate number, centre number and exam date on the front of this exam paper.
- You must not open this exam paper until instructed to do so.
- This exam paper has **four** tasks. Complete **all** tasks.
- You may highlight parts of the exam paper with a highlighter pen.
- Write your answers on the exam paper.
- Use only blue or black pen for your answers.
- Do all rough work on the exam paper. Cross through any work you do not want marked.
- You must not use pencil, erasable pen or correction fluid.
- You must not use a dictionary in this exam.
- You must not take this exam paper out of the exam room.

For examiner use only

Examiner initials	Examiner number	

Planning section

For this exam you must show you know how to plan your writing. Use this section to plan your answer to one or two of the tasks in this exam paper. Remember, you **must** plan at least one answer in this box.

Use this box to plan your answers.

You want to work as a volunteer in a charity shop. Complete the application form below.

Write about 150 words in total for the form.

Application to volunteer	
Name:	
Address:	
Date of birth:	
Please give a brief description of any paid or voluntary work you have done in the past:	
NB The form continues overleaf	

What personal qualities do you have that would make you a good volunteer?
Please explain what you hope to achieve by volunteering in our shop.

Write a report for your teacher on the subject of sports facilities in your area. Explain why it is important to give people a variety of sports opportunities and suggest ways to encourage people to try new sports.

Write about 250 words.

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Turn over page

You recently bought a washing machine but it has never worked. You have emailed the shop manager several times but he has not replied. Write an email to the company's head office explaining what has happened and telling them what you would like them to do.

Write about 150 words in your email.

To:	help@bestwashingmachines.com
Subject:	Washing machine

Turn over page

Your friend invited you to a party but you can't go. Write your friend an email apologising and explaining why you can't go.

Write about 80 words.

To:	friend@email.com
Subject:	Party
oubjeet.	