



AWDURDOD  
CYMHWYSTERAU,  
CYMRU  
QUALIFICATIONS,  
CURRICULUM &  
ASSESSMENT AUTHORITY  
FOR WALES



# Key skills communication Adult literacy ESOL Skills for Life Reading Unit Level 1 Test Paper

## YOU NEED

- This test paper
- An answer sheet

You may **NOT** use a dictionary

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Do **NOT** open this paper until you are told to do so by the supervisor

**THERE ARE 40 QUESTIONS IN THIS TEST**

**Total marks available: 40**

**Try to answer ALL the questions**

**YOU HAVE 1 HOUR TO FINISH THE TEST**

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## INSTRUCTIONS

- Make sure your personal details are entered correctly on the answer sheet
  - Read each question carefully
  - Follow the instructions on how to complete the answer sheet
  - At the end of the test, hand the test paper, your answer sheet and all notes to the supervisor
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**REMEMBER: YOU HAVE 1 HOUR TO FINISH THE TEST**

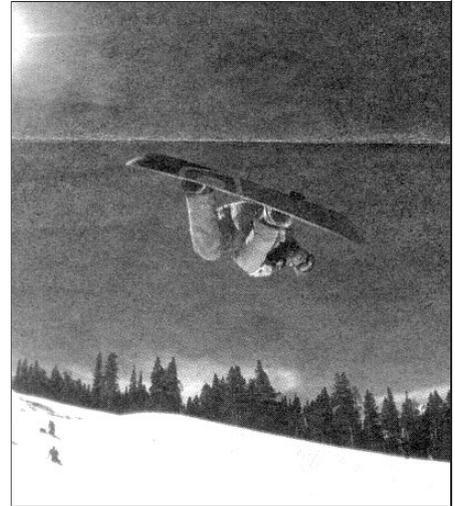
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## INSTRUCTIONS TO CENTRES

- This paper must not be photocopied

Questions 1 to 5 are based on the following document.

# VICCI MILLER SNOWBOARDER



We ask Vicci Miller, the talented British snowboarder, about her career as a snowboarder.

**Q: Vicci, you started boarding on a dry slope. Was that a good way to learn?**

A: It was the most convenient way to learn but it's very different from real snow. Dry slopes have a huge following within the UK and snowboarding nights are a great way to meet others and learn new tricks. With Snow-flex, a softer artificial surface, dry slopes are easier to ride and landings a lot softer. Indoor Snow-flex slopes offer the nearest conditions to real snow, although nothing beats the real thing.

**Q: Vicci, you also teach snowboarding. Do you enjoy teaching it?**

A: Coaching is great fun as you get to meet loads of people of all ages and backgrounds, from complete beginners to people wanting to learn more advanced freestyle. I love snowboarding with anyone who is keen to learn. It's essential to find an easy way to explain techniques to someone so that they understand. It's great when you get someone else excited about your passion.

**Q: Vicci, what are the most frequent mistakes when learning to snowboard?**

A: The most common mistake when first trying to snowboard is to naturally lean back when you initially gain speed. However, this actually throws you off balance and you lose control. Therefore you must put slightly more weight on the front leg to counteract this. It is important to get a few basic lessons when you begin so as not to pick up bad habits or injure yourself.

- 1 According to the document, what is Snow-flex?
  - A a snowboarding technique
  - B a dry slope surface
  - C a type of snowboard
  - D a style of skiing
  
- 2 In answer to the first question, Vicci says that using a dry slope is
  - A not quite as good as using real snow slopes
  - B just as good as using real snow slopes
  - C not a very popular choice in Britain
  - D a difficult way to learn new moves
  
- 3 What is the most common mistake made by beginners?
  - A losing balance
  - B picking up bad habits
  - C leaning back
  - D putting more weight on the front leg
  
- 4 The **main** purpose of this document is to
  - A advertise Snow-flex
  - B persuade readers to snowboard as an exciting hobby
  - C warn people of the dangers of snowboarding
  - D report an interview with a snowboarder
  
- 5 Vicci enjoys coaching because
  - A it is a great way to learn new tricks
  - B you get excited about your passion
  - C techniques are easy to teach
  - D you work with all sorts of people

Questions 6 to 10 are based on the following document.

## SITUATIONS VACANT

### TEAM MEMBERS

£7.22 per hour – no experience necessary

We are a leading manufacturer of high quality kitchen, bedroom and bathroom furniture. We supply direct to major house builders and public sector customers from our large modern factory in Baldersby.

Continuing success and expansion has led to additional opportunities within our growing business. We are looking for enthusiastic team players to assemble quality furniture to the highest standards.

Experience of working in a factory or warehouse would be helpful, but is not essential. You will need a flexible and positive attitude and a desire to learn new skills.

In return we offer many benefits, including the above earnings (when fully trained), free transport from many local areas, a structured training programme and a yearly bonus.

For further information please telephone:

Lisa on 01937 123456 daytime (9am to 4pm)

Tom on 01937 123457 evenings (4pm to 10pm)

For an application form please telephone:

Tracy on 01937 123458 daytime (9am to 4pm)

Jane on 01937 123459 evenings (4pm to 10pm)

HOLMES

Holmes Furniture Group Ltd, Baldersby

- 6 The **main** purpose of the document is to
- A inform people how to get jobs
  - B provide contact details for the Holmes Group
  - C advertise job opportunities
  - D explain about the bonus scheme
- 7 According to the document, Holmes has vacancies for
- A house builders
  - B bathroom fitters
  - C furniture assemblers
  - D warehouse storekeepers
- 8 To get the job, the applicant **must**
- A want to develop new skills
  - B be able to work alone
  - C have experience of warehouse work
  - D have previously worked in manufacturing
- 9 Who would an applicant ring in the evening for an application form?
- A Tom
  - B Lisa
  - C Jane
  - D Tracy
- 10 The benefits offered by this company include
- A a six-monthly bonus scheme
  - B starting pay of £7.22 per hour
  - C a structured training programme
  - D free transport wherever you live

Questions 11 to 15 are based on the following draft document.

66 Green Lane	line 1
Wilstead	line 2
WS3 9GD	line 3
7 October 2003	line 4
Dear Mr Jones	line 5
I am the secretary of our local junior football club.	line 6
We are organising a fun run to raise funds for some	line 7
new kit. The route of our run had been from the	line 8
village, down Headley Lane, along the footpath which	line 9
runs across your land and back to the village down	line 10
Back Lane.	line 11
I am writing to ask if we may have your permission to	line 12
use this footpath on sunday 3 November 2003. A	line 13
number of people will be comeing to support the	line 14
runners but the event will be carefully organised and	line 15
supporters will be confined to the footpath and will not	line 16
stray across your land.	line 17
I understand that the last group to have a fun run	line 18
on your land left an awful lot of litter? We will send	line 19
a group of stewards to clear up after the run has	line 20
finished.	line 21
I look fourward to hearing from you.	line 22
Yours sincerely	line 23

11 There is a capital letter missing on

- A line 6
- B line 13
- C line 20
- D line 23

12 There is a grammatical error on

- A line 7
- B line 8
- C line 15
- D line 18

13 One of the following words is spelt incorrectly. It is

- A secretary (line 6)
- B comeing (line 14)
- C awful (line 19)
- D finished (line 21)

14 There is a punctuation error on

- A line 12
- B line 14
- C line 15
- D line 19

15 On line 22, 'fourward' is spelt incorrectly. The correct spelling is

- A forword
- B forewood
- C forward
- D foreward

Questions 16 to 20 are based on the following document.

## SKODA FABIA

### STILL THE STYLISH LEADER OF THE SUPER MINI FIELD

Designed by the man now responsible for the next Bentley, the Skoda Fabia is a spacious super mini that is as high-tech as anything that parent company Volkswagen produces.

Except for the badge, you might even mistake it for an Audi. Only the Punto, made by the Italian car-maker Fiat, matches the Skoda Fabia for space.

The materials used are of the highest quality, even on the most basic Classic models. The more expensive Comfort and Elegance models have lovely touches such as a beautifully arranged storage drawer beneath the radio.

The boot is a useful shape, with easy access through the split-folding rear bench and sturdy luggage hooks for securing awkward loads.

The Fabia range also has an estate, which certainly offers significant extra utility over the standard Fabia hatchback. You can also now buy a four-door Fabia with a boot.

Under the bonnet there is a choice of three petrol engines or a diesel engine.

'What Car' best super mini three years in a row! These Czechs might just be onto something here.

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#### FACTS AT A GLANCE: SKODA FABIA

CAR:	Skoda Fabia range
PRICES:	£7,935 – £12,905 on the road
INSURANCE:	Groups 3 – 6
PERFORMANCE:	Max speed 115mph/0–60mph in 11.5 secs
FUEL CONSUMPTION:	Average 39.8mpg
SAFETY FEATURES:	Twin airbags and ABS
WILL IT FIT YOUR GARAGE?	Length 3,960cm; Width 1,646cm; Height 1,451cm

16 The designer of the Skoda Fabia went on to be involved with the

- A Punto
- B VW Elegance
- C Comfort
- D next Bentley

- 17 According to the document, the Skoda Fabia range does **not** include the
- A Punto
  - B Classic
  - C Elegance
  - D Comfort
- 18 The Skoda Fabia is described as
- A an expensive car
  - B a roomy super mini
  - C an elegant model
  - D a standard hatchback
- 19 The **main** purpose of the document is to
- A explain what a super mini is
  - B describe the main features of the Fabia
  - C provide advice on choosing a small car
  - D give information about engine choices
- 20 According to the document, which of the following is intended to protect people in the car?
- A split-folding rear bench
  - B insurance groups 3 - 6
  - C highest quality materials
  - D twin airbags and ABS

Questions 21 to 25 are based on the following draft document.

<b>MEMO</b>	line 1
Re: <b>FIRE PRECAUTIONS</b>	line 2
To: Heads of Department	line 3
From: Chief Security Officer	line 4
Date: Tues 26 Jan 2003	line 5
A recent site inspection revealed an alarming lack of knowledge among the workforce about the correct procedures to be followed in case of fire.	line 6 line 7 line 8
The inspection team found a lack of safety notices there was no clear understanding about what should be done in an emergency. When they were questioned employees are not knowing how to evacuate the building and did not know where the fire extinguishers were located.	line 9 line 10 line 11 line 12 line 13
Heads of Department are responsible for ensuring that safety notices are prominently displayed around their departments, that fire equipment is in its proper place and that all staff know how to leave by proper exit routes and where to muster in case of fire.	line 14 line 15 line 16 line 17 line 18
All departments will receive a visit from the safety team within the next few days. Beginning next month there will be regular fire practices.	line 19 line 20 line 21

- 21 There is a grammatical error on
- A line 7
  - B line 10
  - C line 12
  - D line 17
- 22 There is a full stop followed by a capital letter missing on
- A line 6
  - B line 9
  - C line 15
  - D line 19
- 23 In line 19, the word 'receave' is spelt incorrectly. It should be
- A receive
  - B recieve
  - C reseive
  - D reseeve
- 24 There is an error on line 20. The document should say
- A there would have been
  - B there will have been
  - C there has been
  - D there will be
- 25 One of the words used on line 11 is spelt incorrectly. It is
- A emergency
  - B were
  - C questionned
  - D employees

Questions 26 to 30 are based on the following document.

### **CANDLELIGHTERS' NEWSLETTER – fighting children's cancer**

Thanks to everyone who has supported Candlelighters' campaign to fight children's cancer. There just isn't space to mention each and every one, but we've picked a few to represent you all.

Thanks to the staff at the Omni Payroll Department who decided to join their colleague Carol Haig and her children Luke and Lisa in the Upton Fun Run. With generous sponsorship from colleagues at Omni Distribution, the team raised a fantastic £962 for Candlelighters.

Thanks to 'Jelly Cat' for donating soft toys for the children and to use for fundraising. If you are organising a soft toy tombola or raffle, please give us a ring and we'll let you have a supply. Telephone Sally or Pauline on 234567.

Thanks to Staff Nurse Jenni Brown, who works in the Outpatient Clinic. Following last year's triumph in the Barfield Marathon Team Event, Jenni entered the half marathon on her own and with the support of patients, friends and colleagues raised £337 for Candlelighters.

Thanks to West Leeds Community Choir, who have offered their services free of charge to Candlelighters. If you are organising an event in the Leeds, Harrogate or Ilkley areas and would like to take advantage of this generous offer, please ring James Davis on 01943 654321. There are about 20 singers in the choir and they perform popular songs from around the world.

Thanks to Towton-on-Humber Candlelighters, who recently sent us a cheque for £8,500. Engineering works on the Humber Bridge meant that they were unable to go ahead with a sponsored abseil, so instead they organised a Summer Ball.

- 26 Who do you contact if you want a soft toy for a tombola?
- A Jelly Cat
  - B James Davis
  - C Pauline
  - D Jenni
- 27 Which group raised £8,500 for Candlelighters?
- A Omni Payroll Department
  - B Omni Distribution
  - C West Leeds Community Choir
  - D Towton-on-Humber Candlelighters
- 28 The **main** purpose of this document is to
- A express gratitude to fundraisers
  - B persuade people to raise money
  - C instruct people how to raise money
  - D describe how money has been raised
- 29 The **best** word to replace 'triumph' in the fourth paragraph would be
- A experience
  - B success
  - C advantage
  - D delight
- 30 The Towton-on-Humber Candlelighters raised money by
- A abseiling from the Humber Bridge
  - B holding a Summer Ball
  - C running a half marathon
  - D organising a fun run

Questions 31 to 35 are based on the following draft document.

<b>NOTICE TO PARENTS</b>	line 1
<b>Forthcoming events at Clifford Primary School</b>	line 2
Autumn term and we are still having wonderful summer whether conditions. Our children have enjoyed the freedom of the school grounds much longer than normal. The new play area has been really well used.	line 3 line 4 line 5 line 6
Harvest Assembly will be held on Friday 4th October and we hope to contact our senior citizens in the village to pass on donations of food.	line 7 line 8 line 9
Our very sucessfull Halloween Party last year will be repeated on Thursday 31st October. All witches and ghosts and spooks are welcome in the hall between 6.00pm and 7.30pm.	line 10 line 11 line 12 line 13
We are having an Open Morning in the Reception Class on Tuesday 12th november from 9.30am to 10.30am, to welcome parents. With young children who will be starting school early next year.	line 14 line 15 line 16 line 17
Don't forget we have a play group in school every morning for a four hour session. The session includes lunch. Please contact Marion on 987654 for details.	line 18 line 19 line 20

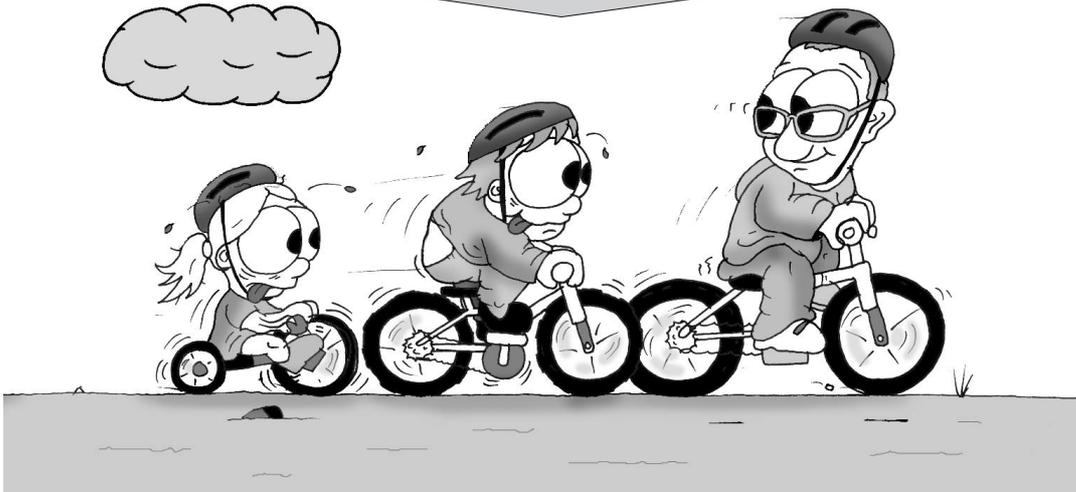
- 31 The correct spelling of 'sucessfull' on line 10 is
- A successful
  - B succesful
  - C sucessful
  - D succesfull
- 32 A full stop and capital letter are used incorrectly on
- A line 6
  - B line 11
  - C line 16
  - D line 19
- 33 There is a spelling error on
- A line 4
  - B line 6
  - C line 12
  - D line 17
- 34 Which of the following could accurately replace 'we have' on line 18?
- A there are
  - B there were
  - C there will have
  - D there is
- 35 There is a capital letter missing on
- A line 3
  - B line 8
  - C line 15
  - D line 20

Questions 36 to 40 are based on the following document.

# Why drive everywhere?

How often do you use your car?

Is every journey necessary?



## WALKING & CYCLING

– healthy alternatives to the car

Instead of using the car for short journeys, why not stretch your legs and walk? Walking is the nation's most popular form of exercise – it's healthy and it can save you money.

If you work nearby, try walking or cycling rather than driving. Many employers are installing secure bicycle parking and other facilities for staff who cycle. Walking your children to school gives them valuable road experience for when they are older and become more independent. Schools are developing safe routes to make walking and cycling easier.

- ▶ One in four car journeys is under two miles. Seven out of 10 journeys are under five miles.

## BUSES & COACHES

– let the bus take the fuss out of parking

Local bus operators are investing in new buses: some run on alternative fuels which produce less noxious emissions, some have easier access for disabled and elderly people. Special traffic lanes and new information systems are making bus journeys easier and more reliable.

Do your bit to solve the pollution problem – let the bus take you to work and your children to school. You may be surprised at how easy using the bus can be.

- ▶ Over 80 per cent of people travel to work by car. Around two-thirds of all journeys are for leisure.

## TRAINS

– travel for business or pleasure

All car journeys, long or short, can be hard work. For some trips it makes sense to avoid the hassle of driving and take the train. Leave your car at home and walk, cycle or take a bus to and from the station. Train travel is fast, safe and comfortable.

- ▶ Family fares and discounts mean rail fares could cost less than you think.

- 36 According to the document, how many car journeys are less than five miles?
- A two-thirds
  - B over 80 per cent
  - C seven out of ten
  - D one in four
- 37 Why is walking to school valuable for children?
- A it is less stressful for children
  - B it is a popular form of exercise
  - C it makes them independent
  - D it gives them road experience
- 38 The main purpose of this document is to
- A inform people of the problems with public transport
  - B persuade people to use their cars less
  - C instruct people how to use the buses
  - D encourage people to use cars more often
- 39 According to the document, an advantage of taking the bus is that
- A there are no problems parking
  - B it is fast, safe and comfortable
  - C car journeys can be slow
  - D it is healthy and saves money
- 40 The word 'hassle' in the section on train travel could best be replaced by
- A stretch
  - B stress
  - C pollution
  - D experience

**End of test**