



FUNCTIONAL SKILLS

English

47252 Component 2 Writing Level 2

Mark scheme

January 2016

Version: 1.0 Final

Mark schemes are prepared by the Lead Assessment Writer and considered, together with the relevant questions, by a panel of subject teachers. This mark scheme includes any amendments made at the standardisation events which all associates participate in and is the scheme which was used by them in this examination. The standardisation process ensures that the mark scheme covers the students' responses to questions and that every associate understands and applies it in the same correct way. As preparation for standardisation each associate analyses a number of students' scripts. Alternative answers not already covered by the mark scheme are discussed and legislated for. If, after the standardisation process, associates encounter unusual answers which have not been raised they are required to refer these to the Lead Assessment Writer.

It must be stressed that a mark scheme is a working document, in many cases further developed and expanded on the basis of students' reactions to a particular paper. Assumptions about future mark schemes on the basis of one year's document should be avoided; whilst the guiding principles of assessment remain constant, details will change, depending on the content of a particular examination paper.

Further copies of this mark scheme are available from aqa.org.uk

- 1 You have seen the above notice in your local paper and wish to write to Andy Pressman. Send a persuasive email which includes your ideas for developing the festival.

Remember to:

- plan your answer
- write accurately in sentences and paragraphs.

[15 marks]

Content

Functional Skills bullets W1.1; W1.2; W1.3; W1.4 and W1.5 (Communication, Organisation, Sentence Structure, Punctuation and Spelling)		
Marks	Skills Descriptors	Content Descriptors
0	<ul style="list-style-type: none"> • writes nothing; fails to present any factual information; completely incoherent 	<ul style="list-style-type: none"> • no evidence of understanding of purpose or structure of email
Band 1 1 – 3 marks	<ul style="list-style-type: none"> • presents information/ideas with limited concision, logic and persuasiveness • presents limited information on complex subject • limited success in using a style of writing appropriate to purpose 	<ul style="list-style-type: none"> • limited mention of ideas for festival • reasons for email to Andy Pressman barely mentioned • limited understanding of purpose of email • undeveloped structure
Band 2 4 – 6 marks	<ul style="list-style-type: none"> • presents some information/ideas concisely, logically and persuasively • presents some information on complex subject concisely and clearly • some success in using a style of writing appropriate to purpose 	<ul style="list-style-type: none"> • some awareness of need to persuade Festival organisers • includes information in a number of categories (e.g. events, target audience, ticket prices, funding etc) • readership of email is addressed effectively • some elements of structure to email
Band 3 7 – 9 marks	<ul style="list-style-type: none"> • presents information/ideas concisely, logically and persuasively • presents information on complex subjects concisely and clearly • uses a style of writing appropriate to purpose • uses a range of sentence structures, including complex sentences 	<ul style="list-style-type: none"> • clear and successful presentation of writer's case to Festival organisers • inclusion of different categories adds depth to answer (e.g. events, target audience, ticket prices, funding etc) • readership of email is clearly and successfully addressed through content • email structure enhances meaning and purpose

Accuracy

Mark 0	
<ul style="list-style-type: none">• no evidence of grammatical structure• no subject/verb agreement• use of tense completely inappropriate• no punctuation or entirely inaccurate with extremely poor spelling• meaning incomprehensible	
Band 1	Marks 1-2
<ul style="list-style-type: none">• inconsistent and inadequate grammar• limited subject/verb agreement• inadequate and inconsistent use of tense• random use of punctuation and common spelling errors• meaning not always clear	
Band 2	Marks 3-4
<ul style="list-style-type: none">• uses correct grammar• subject/verb agreement• correct and consistent use of tense• accurate punctuation and spelling• meaning is clear	
Band 3	Marks 5-6
<ul style="list-style-type: none">• punctuates accurately using commas, apostrophes and inverted commas• uses accurate grammar and spelling• meaning is clear	

- 2 You visited The Trio with some friends and were all very impressed by your evening. Write a review of The Trio for a website covering places to visit in your area.

Remember to:

- plan your answer
- write accurately in sentences and paragraphs.

[15 marks]

Content

Functional Skills bullets W1.1; W1.2; W1.3; W1.4 and W1.5 (Communication, Organisation, Sentence Structure, Punctuation and Spelling)		
Marks	Skills Descriptors	Content Descriptors
0	<ul style="list-style-type: none"> • writes nothing; fails to present any factual information; completely incoherent 	<ul style="list-style-type: none"> • no evidence of understanding of purpose or structure of review
Band 1 1 – 3 marks	<ul style="list-style-type: none"> • presents information/ideas with limited concision, logic and persuasiveness • presents limited information on complex subject • limited success in using a style of writing appropriate to purpose 	<ul style="list-style-type: none"> • limited mention of appreciation of Trio • reasons for writing review on website barely mentioned • limited understanding of purpose of review • undeveloped structure
Band 2 4 – 6 marks	<ul style="list-style-type: none"> • presents some information/ideas concisely, logically and persuasively • presents some information on complex subject concisely and clearly • some success in using a style of writing appropriate to purpose 	<ul style="list-style-type: none"> • includes information in a number of categories (e.g. food, music, ambience etc) • shows a sense of the function of the review in getting across appreciation of Trio • readership of review is addressed effectively • some evident structure to review
Band 3 7 – 9 marks	<ul style="list-style-type: none"> • presents information/ideas concisely, logically and persuasively • presents information on complex subjects concisely and clearly • uses a style of writing appropriate to purpose • uses a range of sentence structures, including complex sentences 	<ul style="list-style-type: none"> • clear and successful presentation in getting across appreciation of Trio • inclusion of different categories adds depth to answer (e.g. e.g. food, music, ambience etc) • readership of review is clearly and successfully addressed through content • review structure enhances meaning and purpose

Accuracy

Mark 0	
<ul style="list-style-type: none">• no evidence of grammatical structure• no subject/verb agreement• use of tense completely inappropriate• no punctuation or entirely inaccurate with extremely poor spelling• meaning incomprehensible	
Band 1	Marks 1-2
<ul style="list-style-type: none">• inconsistent and inadequate grammar• limited subject/verb agreement• inadequate and inconsistent use of tense• random use of punctuation and common spelling errors• meaning not always clear	
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Band 3	Marks 5-6
<ul style="list-style-type: none">• punctuates accurately using commas, apostrophes and inverted commas• uses accurate grammar and spelling• meaning is clear	