

Write your name here

Surname

Other names

**Edexcel**  
**Functional Skills**

Centre Number

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Candidate Number

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**English**

**Level 1**

**Component 3: Writing**

19–23 March 2012

**Time: 45 minutes**

Paper Reference

**E103/01**

**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.
- Answer the tasks in the spaces provided  
– *there may be more space than you need.*

### Information

- The total mark for this paper is 25.
- 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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5/3/3/2/2



**PEARSON**

There are **two** tasks which assess your writing skills.

Remember that spelling, punctuation and grammar will be assessed in **both** tasks.

### **Task 1**

#### **Information**

You bought a red T-shirt from Estrick Clothing Ltd. The washing instruction label stated that it should be machine washed at 40°C. You actually washed it at the lower temperature of 30°C but the colour ran and all the rest of your washing turned out pink. The T-shirt shrank so much it's too small for you to wear.

When you went to the store where you bought the T-shirt they refused to help you or give you your money back. They told you to write to the Complaints Department.

#### **Writing Task**

Write a letter of complaint to Bill Smith, the Complaints Manager at Estrick Clothing Ltd, Estrick, EW12 5TT.

You may wish to include:

- the product details, where and when you bought it
- what is wrong with it
- how you have been treated so far
- what you want to happen now.

(15)

**Begin your answer on the next page.**



Handwriting practice area with 25 horizontal dotted lines.



**(Total for Task 1 = 15 marks)**



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## Task 2

### Information

You and your friends recently had a day out at Cornfield Country Park.

## CORNFIELD COUNTRY PARK

**Fun for all the family at a bargain price.**

- **2 mile mini steam train ride around the grounds**
- **Children's farm**
- **Adventure playground – the biggest in Dintone**
- **Paddling pool and boating lake**
- **Snack bars and picnic areas**

**You'll have the time of your life.  
There is something for everyone.**

### Writing Task

Write an email to your friend telling them about your day out at Cornfield Country Park.

In your email you may:

- give details of your visit
- explain what you liked **or** disliked about it
- say why it would be a good **or** bad place to visit.

(10)

**Begin your answer on the next page.**



New Message



From: you@your.email.co.uk  
To: yourfriend@yourfriend.email.co.uk  
Subject: Cornfield Country Park

Large text area with horizontal dotted lines for writing.



Handwriting practice area with 25 horizontal dotted lines. A toolbar at the bottom includes icons for undo, redo, and navigation, along with a status bar showing 'Page', 'Sec', 'At', 'Ln', 'Col', 'REC', 'TRK', 'EXT', 'OVR', and 'English (U.K)'.

(Total for Task 2 = 10 marks)

**TOTAL FOR PAPER = 25 MARKS**

