

Write your name here

Surname

Other names

Edexcel
Functional Skills

Centre Number

--	--	--	--	--

Candidate Number

--	--	--	--	--

English

Level 2

Component 3: Writing

14–18 May 2012

Time: 45 minutes

Paper Reference

E203/01

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 ►

P40730A

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5/3/2



PEARSON

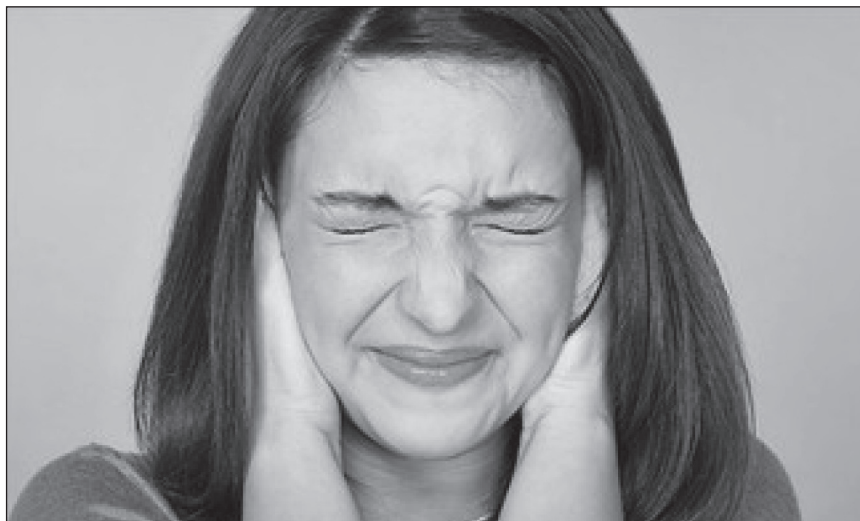
There are **two** tasks which assess your writing skills.

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

Task 1

Information

People have recently moved into the flat next door to you. Unfortunately, your new neighbours play loud music every night. Your address is 9 High Street, Estrick, ES1 HI2. Your neighbours live in number 10.



Writing Task

You have spoken to your neighbours about the noise but nothing has changed and the loud music continues. Rather than confront your neighbours again you decide to write a letter to Sharon Wong, Environmental Health Office, Estrick Council, High Street, ES5 5TH.

In your letter, you may wish to include:

- an introduction of yourself and why you are writing
- the impact your neighbours' loud music is having on your life
- the attitude of the neighbours when you spoke to them
- how you want the issue to be resolved

Remember to set out your letter correctly.

Begin your answer on the next page.

(15)



Handwriting practice area with 25 horizontal dotted lines.



(Total for Task 1 = 15 marks)



BLANK PAGE



Task 2

Information

You are organising a fun day to raise money for Estrick Park. You have produced the following poster.

Fun Day for charity

Admission of £2 to be paid at entrance

A fun day is to be held in Estrick Park in order to raise money to buy more trees and flowers for the park.

There is to be:

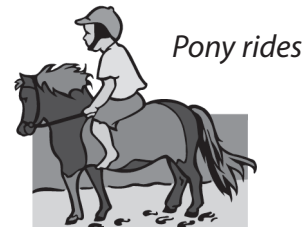


A barbeque

*Home made cakes
and buns for sale*



Coconut stall



Pony rides

*Stalls with books,
CDs, old records
and a variety of bric
and brac for sale*



Saturday 7 July

from 2.00 pm

Writing Task

You need the help of your friends on the day. Write an email to suggest how they can help.

You may wish to include:

- why it is a good idea they get involved
- time they need to arrive
- which activities/stalls they can help with
- any items they can bring for sale.

(10)

Begin your answer on the next page.



New Message



From: you@your.email.co.uk
To: yourfriends@yourfriend.email.co.uk
Subject: Fun Day for Charity

Lined area for writing the message content.



Blank writing area with horizontal lines and a bottom toolbar containing icons for editing and a status bar with fields: Page, Sec, At, Ln, Col, REC, TRK, EXT, OVR, English (U.K).

(Total for Task 2 = 10 marks)

TOTAL FOR PAPER = 25 MARKS

