

Write your name here

Surname	Other names
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**Pearson Edexcel
Functional Skills**

Centre Number	Candidate Number
<input type="text"/>	<input type="text"/>

English
Level 2
Component 3: Writing

8 – 12 February 2016 Time: 60 minutes	Paper Reference E203/01
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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.
- Use the spaces provided to complete your tasks
– *there may be more space than you need.*

Information

- The total mark for this paper is 30.
- 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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PEARSON

Task 1

Information

You read this notice on the Kindon Council community notice board.

PUBLIC NOTICE

Developers have applied to use Greenland Meadows to build a new shopping and leisure complex. At present, this area is used by dog walkers, cyclists and some local sports clubs.

The development will include the following facilities for social and leisure activities, providing full and part-time job opportunities:

- a supermarket
- a department store
- a cinema complex
- a hotel.

There will be some disruption as new access roads are built. A public meeting will be held on Monday 29 February at 7:30pm at the Community Centre.

You have been asked by local residents to present their views at the meeting.

Writing Task

Write a speech to present at the public meeting.

In your speech, you should:

- comment on the advantages and disadvantages of the proposed development
- give your views on whether the development should go ahead.

You may add any ideas of your own.

Use sentences and write in Standard English.

(15)

Begin your response on the next page.

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(Total for Task 1 = 15 marks)



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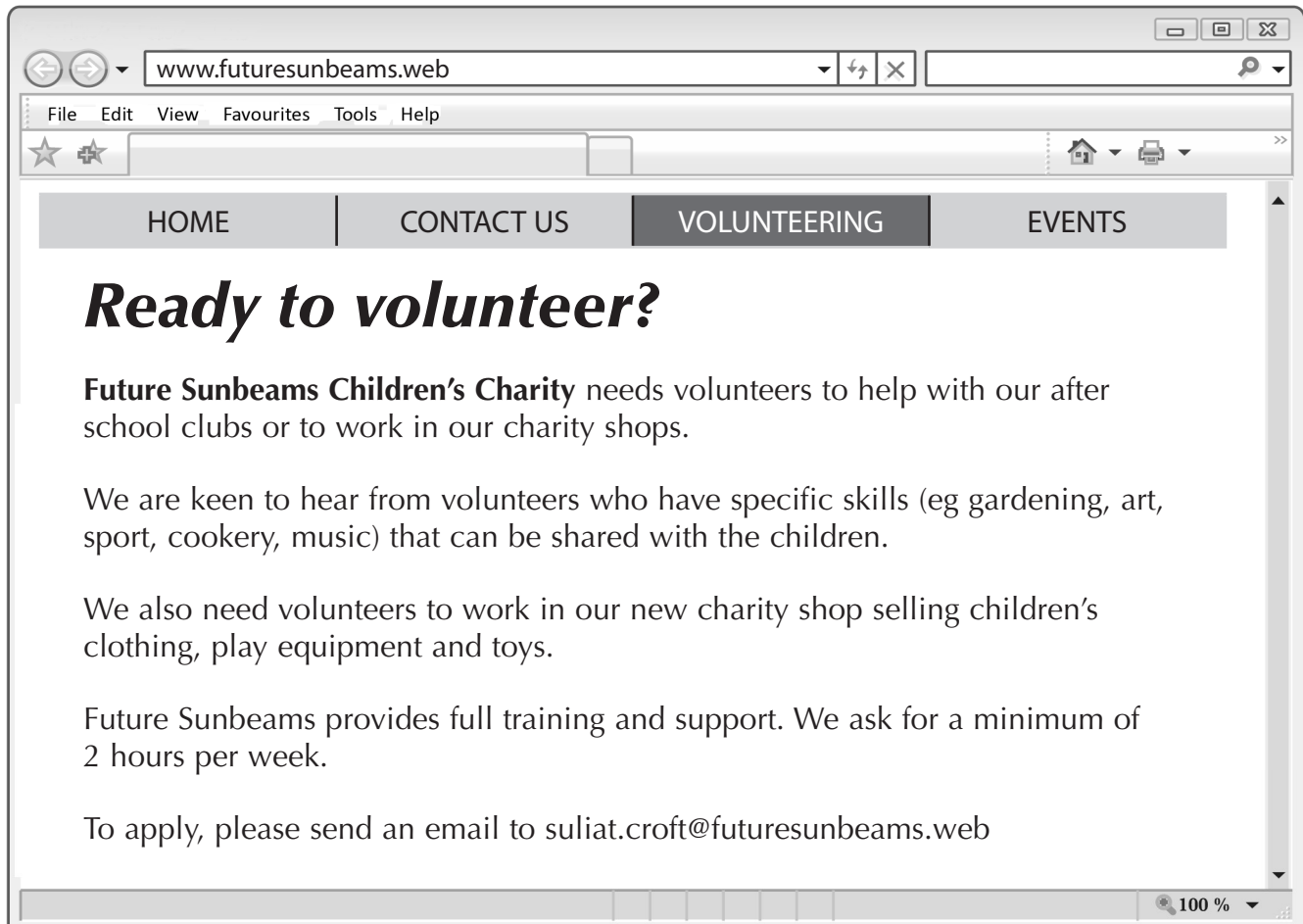


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Task 2

Information

You see the following webpage.



Writing Task

Write an email to Suliat Croft applying to volunteer.

In your email, you should:

- state which volunteering activity you are applying for
- explain why you would be a suitable volunteer.

You may add any other relevant ideas of your own.

Use sentences and write in Standard English.

(15)

Begin your response on the next page.

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New Message



From: you@youremail.web

To: suliat.croft@futuresunbeams.web

Subject: Ready to volunteer?

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

(Total for Task 2 = 15 marks)

TOTAL FOR PAPER = 30 MARKS

