

Write your name here

Surname	Other names
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**Pearson Edexcel
Functional Skills**

Centre Number	Candidate Number									
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English

Level 2

Component 3: Writing

8 – 12 May 2017 Time: 60 minutes	Paper Reference E203/01
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You may use a dictionary.	Total Marks
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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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(Total for Task 1 = 15 marks)



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Task 2

Information

You read the following notice on the Kindon Council website.

Our spending challenge: have your say

The Council has to make a tough decision. We have three major proposals but we can only afford one as our funding is limited.

1. To upgrade the **library service**. This could include ICT suites, free Wi-Fi, childcare and learning facilities.
2. To develop facilities at the **leisure centre**. Ideas include a new all-weather pitch and upgraded changing rooms.
3. To improve **public transport**. For example, increased bus services, a park-and-ride service and free bus passes for under 21s.

What do you think we should spend our money on? Please email Rob Burke at r.burke@kindoncouncil.web.

Writing Task

Write an email to Rob Burke at Kindon Council, giving your views on the spending challenge.

In your email, you should:

- comment in detail on all three proposals
- explain which proposal you think the money should be spent on.

Use sentences and write in Standard English.

Begin your email on the next page.

(15)

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 To:	r.burke@kindoncouncil.web
 From:	you@yourmail.web
Subject:	Your spending challenge

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Blank writing area with horizontal lines and a bottom toolbar containing icons for list, copy, paste, undo, redo, and a scroll bar. The toolbar also includes labels: Page, Sec, At, Ln, Col, REC, TRK, EXT, OVR, and English (U.K).

(Total for Task 2 = 15 marks)

TOTAL FOR PAPER = 30 MARKS

