

## Pearson ESOL | Level 2 | Form Filling Task 2

Money has been made available to improve your town. Local people are being asked how the money should be spent.

Here are some ideas for improvements:

- plant more trees and hedges
- install bird boxes
- create a wild flower garden
- install small fountains and ponds
- build a basketball court
- give wall space to graffiti artists
- build a skate park
- renew the street lighting
- build an adventure playground
- create more car parking spaces.

You decide to give your opinions.

Complete the form suggesting **three** ideas.

They may be from the list above or you may use any ideas of your own.

Complete the form.

## Improve Your Town

Use this form to tell us your suggestions.

### Section A

Complete your details in **BLOCK CAPITALS**.

Title: \_\_\_\_\_ First name: \_\_\_\_\_ Surname: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Postcode: \_\_\_\_\_ Phone number: \_\_\_\_\_

Email: \_\_\_\_\_

How long have you lived in the town? Tick the appropriate box:

- Less than a year
- Between 1 and 5 years
- More than 5 years

### Section B

List **three** ideas to improve your town.



A large rectangular box containing 20 horizontal dashed lines for writing.

**Signed:**  
**Name (Use BLOCK CAPITALS):**

(12 marks)

## Mark Scheme

3.1	Fully completes all pre-set sections of the form correctly so that the form can be processed.	1
3.1	Follows all form instructions and form conventions correctly as directed, i.e. block capitals to complete Personal details. <b>Note: Allow Email address in upper and lower case letters.</b> Ticks the appropriate box and name in block capitals in the final box.	1
2.3	Uses clearly defined list format in Section B. This could include bullet points, numbers or items separated by commas or on separate lines.	1
2.3	Structures and organises sentences logically in Section C.	1
2.1	Uses appropriate vocabulary for Section C. Do not accept slang or 'text speak'.	1
2.2	Appropriate choice of language/style used for Section C. <b>Allow this mark if the minimum word count is met. (140 words)</b> <b>Accept 90% of minimum word count. (126 words)</b>	1
2.4	Uses grammar correctly as appropriate in Section C, e.g. correct subject-verb agreement in complex sentences, use of pronouns to improve clarity. Allow <b>one</b> grammatical error. <b>Allow this mark if the minimum word count is met. (140 words)</b> <b>Accept 90% of minimum word count. (126 words)</b>	1

2.4	Demonstrates the appropriate use of compound and complex sentences in Section C. <b>Allow this mark if the minimum word count is met. (140 words)</b> <b>Accept 90% of minimum word count. (126 words)</b>	1
2.5	Uses punctuation correctly in Section C. Allow <b>no</b> errors. <b>Allow this mark if the minimum word count is met. (140 words)</b> <b>Accept 90% of minimum word count. (126 words)</b>	1
2.6	Accurate spelling in Section C. Allow <b>one</b> spelling error. <b>Allow this mark if the minimum word count is met. (140 words)</b> <b>Accept 90% of minimum word count. (126 words)</b>	1
3.1	Fully completes Section C explaining how the three ideas will improve the town and the difference they would make.	1