

Pearson ESOL | Level 1 | Form Filling Task 2

WESTERMERE COLLEGE - TELL US WHAT YOU THINK



Westermere College is 50 years old and we are asking our students to help us decide how we can improve our facilities.

We are going to build a new college cafe and we also need to decide on **one** other area to improve. This could be a new library, a new sports hall, more computers or any other suggestion of your own.

Tell us what you think and you could receive two tickets to our summer music festival.

Fill in the form and tell us:

- the types of food you would like us to serve in our new cafe
- what else we should improve, and why.

Return your completed form to:

Westermere College, Bridge Street, Westermere FX34 9PP

You want to offer your suggestions to Westermere College.

You must complete the form.

You must use full sentences to complete Section 3.

WESTERMERE COLLEGE IMPROVEMENTS

SECTION 1 (Use BLOCK CAPITALS for Section 1 only)

First name: _____ Surname: _____

Address: _____

_____ Postcode: _____

Email: _____

SECTION 2

List three types of food you would like us to serve in our new cafe.

SECTION 3

What else should we improve?

Explain why.

(10 marks)

Mark Scheme

2.1	Offers appropriate content in each section of form, i.e. completes personal details, coverage of all requirements about the venue, why they like it, who they'd take and why.	1
3.1	Fully completes Section 1 with appropriate and relevant content so the form can be processed.	1
2.2	Appropriate choice of language for open response sections of form. Do not accept slang words or 'text speak'	1
2.3	For Section 2, presents list using bullets/numbers/items separated by commas/ semicolons/or on separate lines.	1
2.3	Presents information in open response in Section 3 in a logical manner.	1
2.4	Uses grammar correctly as appropriate to the section, e.g. correct subject-verb agreement. One grammatical error permitted.	1
2.5	Capitalisation and punctuation used correctly in open responses. No capitalisation and punctuation errors permitted.	1
2.6	Accurate spelling in open responses. No more than two spelling errors.	1
3.1	Fully completes Sections 2 and 3 with appropriate and relevant content so the form can be processed.	1
3.1	Follows conventions as directed by the form, i.e. use block capitals to complete Section 1 and use full sentences in Section 3. Note: Allow Email address in lower case letters.	1