

Pearson Edexcel Level 1 Award in Spelling, Grammar and Punctuation (QCF) Sample Assessment Materials (SAMs)

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Introduction

Sample assessment materials (SAMs) provide learners and centres with specimen questions and mark schemes. These are used as the benchmark to develop the external assessment learners will take.

Spelling, Grammar and Punctuation

The SAM for this unit has been provided for the following qualification:

- Pearson Edexcel Level 1 Award in Spelling, Grammar and Punctuation (QCF).

Spelling, Grammar and Punctuation – Sample assessment test and mark scheme

This sample assessment test and mark scheme is for the following qualification:

- Pearson Edexcel Level 1 Award in Spelling, Grammar and Punctuation (QCF).

Pearson Edexcel

Award in Spelling, Grammar and Punctuation (QCF) Level 1

Sample Assessment Material

Time: 40 minutes

Paper Reference

XXX/XX

Resources:

Dictionary/Bi-lingual dictionary

Total marks:

27

Centre Name:

Centre Number:

Candidate's Name:

Registration Number:

Instructions

- Use **black** ink or ball-point pen.
- **Fill in the boxes** at the top of this page with your name, center number and candidate number.
- Answer **all** questions.
- Answer the questions in the spaces provided
– *there may be more space than you need.*

Information

- The total mark for this paper is 27 marks.
- The marks for **each** question are shown in brackets
– *use this as a guide as to how much time to spend on each question.*
- Some questions must be answered with **one** tick in a box (✓).
If you change your mind about an answer, put a line through the box (✗) and then mark your new answer with a tick [✓].

Advice

- Read each question carefully before you start to answer it.
- Keep an eye on the time.
- Try to answer every question.
- Check your answers if you have time at the end.

Turn over ►

Question 1

Choose the correct **plural** from the brackets.
Write your answer in the space for each of the sentences.

(a) He wanted 20 _____ of the advert.

(**copys copies copy copyies**)

(1)

(b) There is a competition to find the best two _____
in the country.

(**chefs chef chefes cheves**)

(1)

(c) There were lots of _____ to do at the centre.

(**activityes activities activertes activity**)

(1)

(Total for Question 1 = 3 marks)

Question 2

Add either **ful** or **ment** to these words to make another word.
Write your answer in the space provided.

(a) treat _____

(1)

(b) help _____

(1)

(c) place _____

(1)

(Total for Question 2 = 3 marks)

Question 3

The words on each line sound the same but are spelled differently.

Choose the correct word from the column and write it in the space to complete each sentence.

_____ was a new band playing in town	They're Their There	(1)
last night. The music was really good and I definitely want to _____ them play again.	hear here heer	(1)
You must come _____ next time.	two too to	(1)

(Total for Question 3 = 3 marks)

Question 4

Each sentence in the boxes below is jumbled.

Rearrange the words to form two sentences then add one word to **join each pair** together.

Do not use 'and' or 'but' to join your sentences.

Find a word with the capital letter to start your sentence.

Write your answer in the space provided for each of the sentences.

will late be train The
on are the repairs there track.

(2)

(a)
.....
.....

to a taxi get will I the station
work at I 6 pm finish.

(2)

(b)
.....
.....

to goes park the Peter
day play football can he every.

(2)

(c)
.....
.....

(Total for Question 4 = 6 marks)

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Question 5

Read the text and find the punctuation errors.

Apprenticeships	Line 1
do you know what kind of job you want to do	Line 2
If so Apprenticeships are an excellent way to gain qualifications and practical skills. Earn while you learn!	Line 3 Line 4
Apprenticeships are available across the country for many different types of jobs such as building trades, catering, hairdressing health care and lots more.	Line 5 Line 6 Line 7
To study as an apprentice you will:	Line 8
<ul style="list-style-type: none">• need to find your own work placement• attend your placement four days a week• attend college one day a week.	Line 9 Line 10 Line 11

Line 2 of the text has a sentence which has not been punctuated.

(a) Write the sentence on the lines provided using the correct punctuation.

(2)

.....

.....

Answer these questions by ticking the correct box.

(b) The number of capital letters used on line 3 is:

(1)

A	one	
B	two	
C	three	
D	four	

(c) There is an exclamation mark on:

(1)

A	line 4	
B	line 6	
C	line 7	
D	line 8	

(d) On line 6 a comma is missing after the word:

(1)

A	jobs	
B	building	
C	health	
D	hairdressing	

e) The punctuation mark at the end of line 7 is a:

(1)

A	full stop	
B	question mark	
C	colon	
D	comma	

(Total for Question 5 = 6 marks)

Question 6

Choose the correct **verb form** from the column to complete the sentences.
Write your answer in the space for each of the sentences.

(3)

The books I borrowed from the library _____ on the table. One of the books _____ gone missing. I must find it before I _____ to work.	is are am has have had goes go going
---	---

(Total for Question 6 = 3 marks)

Question 7

The **verbs** underlined in the sentences are in the wrong tense.
Write out the sentences using the **correct tense**.

(a)	Last month I <u>will apply</u> for a job at the new supermarket.
(b)	Tomorrow the manager <u>has telephoned</u> successful applicants to tell them when the interviews <u>had taken</u> place.

(a) (1)

(b) (2)

(Total for Question 7 = 3 marks)

TOTAL FOR PAPER 27 MARKS

General Marking Guidance

- All candidates must receive the same treatment. Assessors must mark the first candidate in exactly the same way as they mark the last.
- Mark schemes should be applied positively. Candidates must be rewarded for what they have shown they can do rather than penalised for omissions.
- Assessors should mark according to the mark scheme.
- All marks on the mark scheme should be used appropriately.
- All marks on the mark scheme are designed to be awarded. Assessors should always award full marks if deserved, i.e. if the answer matches the mark scheme. Assessors should also be prepared to award zero marks if a candidate's response is not worthy of credit according to the mark scheme.
- Where some judgement is required, mark schemes will provide the principles by which marks will be awarded and exemplification may be limited.
- When assessors are in doubt about applying the mark scheme to a candidate's response, the centre's internal verifier must be consulted.
- Crossed-out work should be marked UNLESS the candidate has replaced it with an alternative response.

Candidate Record and Mark Scheme for Unit: Spelling, punctuation and grammar.

Question number	LO and AC Reference	Answers	Marks	Assessor Comments	Candidate mark
1	LO1, AC1.1	(a) copies (b) chefs (c) activities	1 1 1		
2	LO1, AC1.3	(a) treatment (b) helpful (c) placement	1 1 1		
3	LO1, AC1.2	There. Accept upper or lower case. Hear Too	1 1 1 1		
4(a)	LO3, AC3.2 and LO3, AC3.1	The train will be late because there are repairs on the track. Also accept 'as' or any other appropriate sentence that begins with 'The', uses all given words and an appropriate conjunction other than 'and' or 'but'. Use of correct punctuation not required. 1 mark for organizing the words in an appropriate order to form a compound sentence. 1 mark for an appropriate conjunction. Award maximum of 2 marks.	2		
4(b)	LO3, AC3.2 and LO3, AC3.1	I will get a taxi to the station when I finish work at 6 pm. Also accept 'because'. Also accept 'I finish work at 6 pm so I will get a taxi to the station' or any other appropriate sentence that begins with 'I', uses all given words and an appropriate conjunction other than 'and' or 'but'. Use of correct punctuation not required. 1 mark for organizing the words in an appropriate order to form a compound sentence. 1 mark for an appropriate conjunction. Award maximum of 2 marks.	2		

4(c)	LO3, AC 3.2 and LO3, AC3.1	<p>Peter goes to the park every day so he can play football.</p> <p>Accept any other appropriate sentence that begins with 'Peter', uses all given words and an appropriate conjunction other than 'and' or 'but'.</p> <p>1 mark for organising the words in an appropriate order to form a compound sentence.</p> <p>1 mark for an appropriate conjunction.</p>	2	
5(a)	LO2, AC2.2	<p>Award maximum of 2 marks.</p> <p>Sentence must read 'Do you know what kind of job you want to do?'.</p> <p>Award 1 mark for capital letter 'D' for beginning of the sentence and 1 mark for a question mark at the end of the sentence.</p> <p>Award maximum of 2 marks.</p>	2	
5(b)	LO2, AC2.1	B – two	1	
5(c)	LO2, AC2.1	A – line 4	1	
5(d)	LO2, AC2.2	D – hairdressing	1	
5(e)	LO2, AC2.1	C – colon	1	
6	LO4, AC4.1	<p>The books I borrowed from the library are on the table.</p> <p>1 mark.</p> <p>One of the books has gone missing.</p> <p>1 mark.</p> <p>I must find it before I go to work.</p> <p>1 mark.</p>	3	
7	LO4, AC4.2	<p>Award maximum of 3 marks.</p> <p>(a) applied</p> <p>(b) Award 1 mark for 'will telephone' and 1 mark for 'will take place' or 'are to take place'.</p> <p>Award maximum of 2 marks for 7(b).</p>	1 2	

Total marks available: 27

Learning Outcome and Unit Achievement Record

Center Name:

Centre Number:

Candidate's Name:

Registration Number:

Assessor Name:

Signature:

Date Test Taken:

Question number	LO1	LO2	LO3	LO4	Total
1 (a)					
1 (b)					
1 (c)					
2 (a)					
2 (b)					
2 (c)					
3					
4 (a)					
4 (b)					
4 (c)					
5 (a)					
5 (b)					
5 (c)					
5 (d)					
5 (e)					
6					
7 (a)					
7 (b)					
Candidate mark					
Total marks required to pass LO	6	4	4	4	18
Pass Y/N?					

The candidate must achieve the pass mark for each learning outcome plus a minimum total of 18 out of 27 marks to achieve the unit.

DECLARATION

I confirm that the assessment was conducted properly and fairly and that the marks awarded are an accurate reflection of the performance of the candidate.

Assessor Signature

If this candidate has had any assistance during this test please state the nature of the assistance and who provided it

If there any special circumstances that may have had a negative effect on the candidate's performance in this test please give details.

If internally verified:

Internal Verifier's Name:

Signature:

Date:

LEARNING OUTCOME	MARKS AVAILABLE	ASSESSOR MARKS	IV MARKS
1	9		
2	6		
3	6		
4	6		
Pass mark: minimum for each learning outcome met and a minimum total of 18 marks. Delete pass or fail as appropriate.		PASS – FAIL	PASS – FAIL

SAM Mark Scheme Coverage of Learning Outcomes

Question number	LO 1	LO2	LO3	L04	Total
1 (a)	1				1
1 (b)	1				1
1 (c)	1				1
2 (a)	1				1
2 (b)	1				1
2 (c)	1				1
3	3				3
4 (a)			2		2
4 (b)			2		2
4 (c)			2		2
5 (a)		2			2
5 (b)		1			1
5 (c)		1			1
5 (d)		1			1
5 (e)		1			1
6				3	3
7 (a)				1	1
7 (b)				2	2
Total marks available	9	6	6	6	27
Pass Mark	6	4	4	4	18

The candidate must achieve the pass mark for each learning outcome plus a minimum total of 18 out of 27 marks to achieve the unit

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