**Functional Skills English | Entry 2 | Writing Question**

Write an email to a friend about school or college.

Write four sentences to tell your friend:

* what you study
* what you like about it
* what you don’t like about it
* how often you go to school or college

You must include at least **two compound sentence**s using joining words, for example: and, as, but, or.

You must use at least **one adjective**.

You must use at least **one linking word**, for example: because, first, also, then, next.

(11 marks)

**Mark Scheme**

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| **Target** | **SPaG Criteria** | **Mark** |
| **E2.13** | **Marks** | **Descriptor** | **2** |
|  | **2** | No more than two punctuation errors relating to full stops, capital letters, full stops or question marks. |
|  | **1** | No more than four punctuation errors relating to full stops, capital letters, full stops or question marks. |
|  | **0** | Five or more punctuation errors. Award no marks for E2.13 if candidates have written fewer than three sentences. |
|  | Award no marks for E2.13 if candidates have written fewer than three sentences. |
| **E2.16** | Award 1 mark for correct spelling. Allow two errors. Award no marks for E2.16 if candidates have written fewer than three sentences. | **1** |
| **Target** | **Composition Criteria** | **Mark** |
| **E2.17** | Award 1 mark each for stating: • what they study (1) • what they like about it (1) • what they don’t like about it (1) • how often they go to school or college (1) For E2.17, marks should be awarded if the information has been communicated in a way that can be understood. Errors that do not detract from this should not be penalised. | **4** |
| **E2.19** | Award 1 mark for each compound sentence that uses a conjunction appropriately to join clauses, up to 2 marks. Use of complex sentences (e.g. including conjunctions such as when, if, after) should also be accepted. | **2** |
| **E2.20** | Award 1 mark each for appropriate use of: • at least one adjective (1) • at least one linking word (1). | **2** |
| **Total for question** | **11** |