

Functional Skills English (4748)

Entry 1 Reading

Sample assessment



www.cityandguilds.com
March 2020
Version 1.0

Candidate Paper

Party

Time allowed: 30 minutes

Total marks: 10

Candidate's name: _____

City & Guilds enrolment number: _____

Date of registration: _____

Date of assessment: _____

You will need

- a pen with black or blue ink
- a dictionary.

Instructions

- Read each question carefully.
- Answer **all** the questions.
- You do not need to write full sentences.
- There are no marks for spelling or punctuation.

Candidate's declaration:

I confirm that this assessment is my own work.

Candidate's signature _____

Date _____

Activity 1

Read the text.



How to Plan a Party

We all like a party.
A party is the chance to bring everyone together.

Here are some ways to help you plan the best party ever.



1.  **Where** you want to have your party

2.  **When** – a date and time

3.  **Who** you want to come

4. **£ The cost** – how much money you want to spend

5. What you want to eat and drink 

6. Don't forget the music 

Think about:

-  **Where** you want to have your party
-  **When** – a date and time
-  **Who** you want to come
- £ The cost** – how much money you want to spend
- What you want to eat and drink 
- Don't forget the music 

Look out for our next leaflet on Party Food

Complete the sentences about the text.

1. The text is about

cooking for a party.

going to a party.

having a party.

(Tick **one**)

2. Choose _____ will come.

3. Think about how much the party will _____.

4. Number _____ is about food.

5. The text is a

letter.

message.

leaflet.

(Tick **one**)

5 marks

Activity 2

Read the text.

Come to our party!

Saturday
23 June
2 o'clock

You are invited to

Mike's Birthday Party

at
85 Hay Road
Mayfield



Come along and have fun.
Enjoy food, drink and dancing.
We will have a BBQ and games.

Let me know by Monday 11 June
Call Dana on 07932 66436

Answer the questions about the text.

1. What is the text about?

(Tick **one**)

- A garden party for Dana.
- A birthday party for Mike.
- An evening party at Hay Road.

2. Name **two** things there will be at the party.

1. _____

2. _____

3. What date is the party?

4. The text is an

- email.
- advert.
- invitation.

(Tick **one**)

5 marks

Check your work.

End of assessment