		nember -	•	unctiona	l English tasks	ck	Tile
				question	S	SK.	k s h o n
<b>A</b> A	nswer the	e question	s about Te	xt B.			р
		_	the line b				E2(1)
W	here wou	ld you find	l Text B?				
	Α	in a mag	azine				
	В	in a shop	window				
	С	on the ir	nternet				
			<b>the line b</b> ild War 1 fil				E2(1)
	_		<b>the line b</b> etish Legion	<b>elow.</b> n make mor	ney?		E2(1)
		in the co		a a Navanah	ov 11+h		E2(1)
ке	membran	ice Sunday		on Novemb	er 11th. False		
		<b>7</b>	True		гаізе		TO(1)
		in the co					E2(1)
	_		the line b		the money it makes	?	E2(2)
			_				

		ember – Entry Functional English tasks	
	B: Entry	Date Level 3 – reading questions	<b>SKIIIS</b>
	-	questions about Text B.	worksno
		in the correct box.	E3(1)
The	main pur	pose of Text B is to:	
	Α	give you information.	
	В	sell you a poppy.	
	С	tell you a story.	
8. Wri	ite your a	nswers on the lines below.	E3(4)
List	four feat	ures of Text B that tell you it is from a web site.	
		in the correct box.	E3(1)
The	web site	has more than one page.	
		True False	
10. <b>W</b>	rite your	answer on the line below.	E3(1)
Us	se a dictio	nary to find the meaning of the word <b>veteran</b> <u>as it i</u>	<u>s used</u> in Text B.
	•	answer on the line below. in Text B that means to work for no payment	E3(1)
ΓII	iu a vei u	in Text b that means to work for no payment.	
12. <b>W</b>	rite your	answer in the box. You can use a dictionary if you	wish. E3(1)
Fir	nd a repla	cement word for the adjective below	
	customar	у	

How we remember –	Entry	Functional	English	tasks
N la ma a	Doto			





# **Text B:** Entry Levels 1, 2 & 3 – spelling strategies

## **Entry Level 2**

You are expected to know all these spellings from Text A.

<b>Entry Level</b>	Entry Level 1 all one and two letter words in the text. E.g in, we, as, to, do.						
every	more	than	falls	became	two	how	the
holding	Sunday	held	their	them	fund(s)	this	and
help(s)	member(s)	armed	time	same	that	year(s)	day
рорру	paper	end	world	sell	came	British	contact
Entry Level 2							
remember	November	war	since	minute	silence	people	donate
service(s)	always	royal	charity	force(s)	families	raise	

### **Entry Level 3**

You are also expected to know all these spellings from Text B.

remembrance	customary	legion	veteran	volunteer
	, , , , , , , , , , , , , , , , , , ,	- C		

### Work with a friend.

Cross out the spellings you know. Practise the rest, and test each other. Use whichever spelling strategies you like. Here are some ideas. Tick the strategies you used.

Spelling strategy	✓	Examples	
Write the word down lots of times.		Charity charity charity	
Use 'Look Say Cover Write Check'. (LSCWC)		Ask your teacher to explain this.	
Spell out loud. Say the sounds or the letter names - whichever works for you.		PEOPLE ROYAL them	
Sound out letters in a funny way to help you remember		vet <b>E</b> ran pe <b>O</b> ple	
Split words into syllables.		No / vem / ber	
Look for words within words.		custoMary veteran	
Highlight the tricky bits.		volunt <u>ee</u> r leg <u>i</u> on	
Make the word in plasticine or using scrabble letters, cards or magnets.		EVERY REMEMBRANCE	

Name	we remember – Entry Fund  Date  B: Entry Levels 2-3 plurals and		skills
	ing plurals of words that end i		workshop
	Plural means more than one.	The opposite word to p	lural is <b>singular</b> .
Wor	•	onk <b>ey</b> + s = donkeys oll <b>ey</b> + s = trolleys	
Word	ds that end in consonant-y  Change the y to an i and then  charity + i + es = charities		milies
	Rewrite each sentence. Make the other changes so that the sentence. I read my son a story before he we I read my son a couple of stories. I bought a poppy from the volunte	e still makes sense. One has ent to sleep. before he went to sleep.	s been done for you.
	The <u>chimney</u> of the Victorian hous	se needed repairing.	E2(2)
	A <u>turkey</u> and a <u>pony</u> escaped from	n the farmyard.	E2(3)

Could you get me a pasty and a Danish pastry from the shop please?

E2(2)

E2(3)

What's your favourite city?

How we remember –	Entry Functional English tasks
Name	Date

5		k					5
w	0	r	k	ς.	h	0	p

_	evels 2-3 plurals and sentence structure works hop sof words that end in a y (continued)
Write you	own simple sentences using the <b>plural</b> of both nouns. E2(12)
jelly raspberry	The <b>jellies</b> had <b>raspberries</b> in them.
army journey	
peony * daisy	
toy factory	
	*a type of flowe
Write com	pound sentences that include the <b>plural</b> of both nouns. E3(12
Underline	the coordinating conjunction. You can use and or but so or yet
greenfly lily	There were <b>greenflies</b> all over the <b>lilies</b> <u>so</u> I threw them out.
memory baby	
pastry tray	

essay story

	er – Entry Functional English tasks Date	ckills
	ls 1-3 spelling checks	workshop
Do not loo	ok at Text B or your previous work durin	g these tasks.
Spelling check	1	E2
Your teacher will rea Write in the missing	nd out two sentences. * words.	(7)
Many	money to the	·
The money	helps support the armed	and
	· 2	E2(14)
Write all the months	of the year in order. Start with the first mon	th of the year.
1	7	
2	8	
3	9	
4	10	
5	11	
6	12	
Spelling check	3	E3(6)
Your teacher will rea	nd out two sentences. Write in the missing wo	ords.
It is	to wear a poppy on	Sunday.

**British** 

for the \_\_\_\_\_

Poppies are sold by \_\_\_\_\_

# How we remember - Entry Functional English tasks

Name \_\_\_\_\_ Date \_\_\_\_



## Text B: Entry Level 3 – reading skills

# **Organisational features of texts**

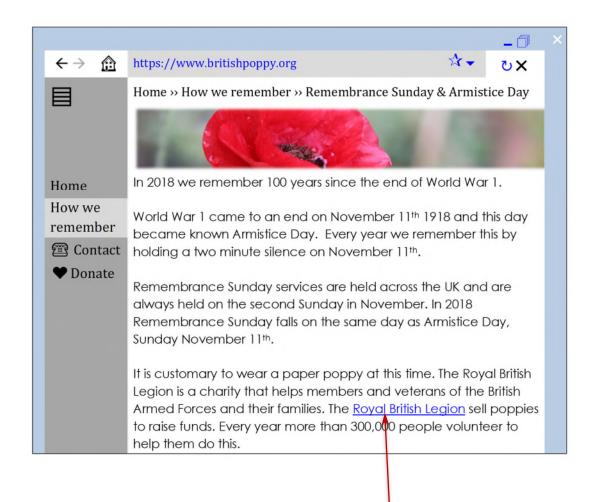
At Entry Level 3 you are expected to recognise **organisational features** and use them to locate relevant information. For example: to find specific information in a book you might use the contents page or an index.



Use arrows to label the types of organisational features in Text A <u>and</u> the information they help you locate.

E3(8)

One arrow has been done for you. Add at least 3 more arrows.



Hyperlink leads to more information about the Royal British Legion.

# How we remember – Entry Functional English tasks



### **Text B - Teaching notes**

This resource was written in November 2018 and is based on the revised Functional Skills (FS) English content (2018)<sup>1</sup> which will be used by awarding organisations from September 2019. The tasks do not aim to reproduce formal assessments (no one knows what those will look like yet!) but to assist non-specialist English teachers with underpinning skills such as spelling, reading and sentence structure.

This set of tasks is based on 'Text B', just one of seven 'How we Remember' Armistice Centenary texts available on skillsworkshop.org in a separate PDF. The 7 texts cover Entry Level 1 (E1) to Level 2.

In *this* resource, tasks are differentiated for Entry Level 2 (E2) and Entry Level 3 (E3) but designed so that one task builds upon another. For example, E3 learners can also work through the E2 tasks. This builds confidence, provides useful revision, and familiarises them with the text and the expected spellings. Equally, E1 learners, at the teacher's discretion, may benefit from the challenge of the E2 tasks. Most E2 and E3 exercises are on separate pages, giving you the option of using them alone. E2 & E3 dictated spelling tasks are all on p6 because many learners will benefit from revising the expected spellings from lower levels. However, it is not necessary and may not even be desirable to use all the tasks. Teachers should use professional judgement, and pick and choose to suit their learners.

#### Transcripts for dictation tasks (p6)

E2: Many **people donate** money to the **charity**. The money **raised** helps support the armed **forces** and **their families**. Note that 'their' and 'there' and 'they're' appear in the E1 spelling list but understanding their use as homophones is, somewhat bizarrely, not expected until E2.

E3: It is **customary** to wear a poppy on **Remembrance** Sunday. Poppies are sold by **volunteers** for the **Royal** British **Legion**. (*The extra mark is for correct capitalisation of 'royal' and 'legion'*).

#### **Brief teaching notes**

Explain to learners that information is in shaded boxes (peach, if printed in colour) and that they will need to read this information in order to complete the tasks. Tasks requiring a written answer are indicated with a pencil.

**Page 1** is a set of E2 questions. In addition to comprehension questions, it also provides practice with reading and following simple instructions.

**Page 2** – these E3 questions introduce purpose and features of text, vocabulary and dictionary work (synonyms, although this term is not used). It is not clear in the new E3 content exactly where features of text are introduced. It is also unclear whether they are considered to be part of reading (organisational features) or writing skills (use appropriate format and structure). Check that learners understand the terms **verb** and **adjective** ('noun' occurs on pages 4-5 so you may want to discuss this term too).

**Page 3** – you will probably want to discuss / explain various spelling strategies, especially LSCWC. Students could work alone but, depending on the group, this task generally works better in pairs.

Page	E2	E3	E2&3
1	7	-	7
2	-	9	9
4	12	-	12
5	12	12	24
6	21	6	27
7	-	8	8
Total	52	35	87

Pages 4 & 5 covers regular (predictable) plurals and builds on the plural work covered in the How We Remember Text A tasks (adding -s and -es). The only exception to the rule is the obscure plural of money (monies not moneys) so I consider these spellings to be E2 (regular) rather than E3 (irregular). In addition to plurals, these pages also cover sentence structure. Although compound sentences are introduced at E2, combining them with the plurals increases the challenge so I have mapped the second set of tasks on p5 to E3. All sentences on p4-5 award 1 mark for each correct plural and 1 or 2 extra marks if the sentence is perfect (i.e. punctuation, grammar, sense, uses a coordinating conjunction, etc.). I have opted for this approach due to the increased emphasis (50-70% marks) on SPaG at Entry Level in the revised FS content.<sup>1</sup>

**Page 6** (see above for transcripts) - spelling checks 1 and 3 focus on the words students will have practised by carrying out the task on page 3. Spelling check 2 covers spelling (and sequencing) the months of the year so you may want to practise these spellings in advance. This is a repeat of the task previously used in How We Remember Text A exercises but I make no excuse for the repetition! The extra 2 marks are for perfect sequencing.

**Page 7** – a gentle introduction to organisational features. Ask learners what the web site would look like if there were no such features and how it would behave/operate (it would be non-functional!). Widen the discussion to other organisational features in traditional paper-based texts. The extra 2 marks are for learners that add and describe a fourth feature.

PLEASE NOTE: an editable Word version of this document is available, on a one to one exchange basis for your own resource contribution.

Answer sheets, marking guidance and detailed Functional Skills mapping will also be available (for resource contributors only) from late November 2018. If you wish to become a registered contributor, please contact Maggie using the site contact link. Thank you.

1. Subject content functional skills: English. DfE (Feb 2018) https://www.gov.uk/government/publications/functional-skills-subject-content-english