



Learner Observation and Achievement Record

Level 1 Functional Skills Qualification in English (603/5058/1):
Speaking, Listening and Communicating

Learner name _____

Centre name _____

Learner number Centre number

Assessor name _____

Date of assessment _____

SLC activity number Result (Pass/Fail)

Reasonable Adjustments or Special Considerations:

Assessor's feedback to learner:

Learner's comments:

Learner declaration

I have read and understood the feedback and result of this assessment provided to me by my assessor.
I confirm that the work contained in this internal assessment is all my own work.

Learner's signature: Date:

Assessor declaration

I confirm the assessment was administered under the conditions set out and I have authenticated the learners work and can confirm to the best of my knowledge that the work contained in this assessment is solely that of the learners.

Assessor's signature:

Date:

Learner name _____

Learner number

Please indicate which of the following subject content statements have been met in the presentation.

		Yes	No
L1.1.4	Communicate information, ideas and opinions clearly and accurately on a range of topics.		
L1.1.5	Express opinions and arguments and support them with evidence.		
L1.1.7	Use appropriate phrases, registers and adapt contributions to take account of audience, purpose and medium.		

Assessor comments

*(Commentary **must** be made, clearly outlining what the learner has done to achieve the Subject Content Statement referencing any other subject content statements that the learner may also have met.)*

Please indicate which of the following subject content statements have been met in the question and answer activity.

		Yes	No
L1.1.1	Identify relevant information and lines of argument in explanations or presentations.		
L1.1.2	Make requests and ask relevant questions to obtain specific information in different contexts.		
L1.1.3	Respond effectively to detailed questions.		
L1.1.4	Communicate information, ideas and opinions clearly and accurately on a range of topics.		
L1.1.5	Express opinions and arguments and support them with evidence.		
L1.1.6	Follow and understand discussions and make contributions relevant to the situation and the subject.		
L1.1.7	Use appropriate phrases, registers and adapt contributions to take account of audience, purpose and medium.		

Assessor comments

*(Commentary **must** be made, clearly outlining what the learner has done to achieve each Subject Content Statement.)*

Learner name _____

Learner number

Please indicate which of the following subject content statements have been met in the discussion.

		Yes	No
L1.1.1	Identify relevant information and lines of argument in explanations or presentations.		
L1.1.2	Make requests and ask relevant questions to obtain specific information in different contexts.		
L1.1.3	Respond effectively to detailed questions.		
L1.1.4	Communicate information, ideas and opinions clearly and accurately on a range of topics.		
L1.1.5	Express opinions and arguments and support them with evidence.		
L1.1.6	Follow and understand discussions and make contributions relevant to the situation and the subject.		
L1.1.7	Use appropriate phrases, registers and adapt contributions to take account of audience, purpose and medium.		
L1.1.8	Respect the turn-taking rights of others during discussions using appropriate language for interjection.		

Assessor comments

*(Commentary **must** be made, clearly outlining what the learner has done to achieve each Subject Content Statement.)*

To pass, learners **must** demonstrate competency of the SCS on more than one occasion and meet the requirements of the Pass level descriptor: Learners **generally** demonstrate the requirements for the level:

- **consistently**
- **effectively**
- to an **appropriate** degree for that level.

Overall performance across the range of requirements for the level is **secure**; any insufficient demonstration of any individual content statement is balanced by appropriate demonstration of that same content statement elsewhere.

Please tick to confirm that the learner has achieved a Pass.

Learner name

Learner number

IQA feedback to Assessor: (If sampled)

EQA feedback to Assessor: (If sampled)

IQA's signature:
(If sampled)

Date:

EQA's signature:
(If sampled)

Date: