

Writing activity 1

Name _____ Date _____

My holiday in Lapland - plan

You are on holiday in Lapland.

You are going to write about your trip. This is called a **recount**.



Use **one** of these text types for your recount.

- a letter to someone back home
- a story
- a diary

Include one or more of the following topics

- Why you are in Lapland
- Who is with you
- What the weather is like
- What you have been doing
- What the food is like
- Where you are staying
- Problems you have come across
- Your favourite bit of the trip
- How you are feeling about the trip

Your recount should include

- several paragraphs
- the date (*if it is a diary entry or a letter*)
- your holiday address (*if it is a letter*)

⇒ **Plan your recount.**

My recount will be a: (*tick one only*)

story

letter

diary entry

You can use any way of planning you find helpful (such as a list, a mind map / spidergram, or rough notes).

⇒ **Write your plan in the space below.**

⇒ **Now, write a rough copy on the next page/s (activity 2).**

Practice writing assignment. Covers many E3, L1 and L2 Writing curriculum elements. Adapted by Marion Crocker, Abingdon and Witney College Marion.Crocker@abingdon-witney.ac.uk, from a resource by Maggie Harnew.

Photo from <http://www.arctic-experience.co.uk/tour49w/images/activities.jpg>

Writing activity 3

Name _____ Date _____

My holiday in Lapland – final version

⇒ **Write your story/letter/diary.**

You can use a separate sheet if you like.

Remember to check and correct your writing.

⇒ **Hand in your final recount with the rough copy and the plan.**

You have now done all the writing activities.

Writing activity

My holiday in Lapland

Name _____ Date _____

Page ___ of ___

Remember to check and correct your writing.

⇒ **Hand in your final recount with the rough copy and the plan.**

My Christmas Trip

Name _____ Date _____

Mark sheet and assessment guidelines

Note: lined and blank pages on pages 3&5 can be used as extra pages for drafts or final copies (some students may prefer lined / plain paper for all their work).

Entry 3 Activities 1 and 2 – Writing plan	
<input type="checkbox"/>	produce a plan that includes relevant information about a trip to Lapland
<input type="checkbox"/>	produce a rough copy of a letter, diary entry or story
<input type="checkbox"/>	Tick if all of activities 1 and 2 successfully achieved
Activity 3 – Letter, diary entry or story	
Write a recount that	
<input type="checkbox"/>	is organised into short paragraphs
<input type="checkbox"/>	presents information in a logical order
<input type="checkbox"/>	is written in complete sentences most of the time
<input type="checkbox"/>	uses correct basic grammar (including subject-verb agreement) most of the time
<input type="checkbox"/>	uses punctuation correctly (capitals letters, full stops, question marks, exclamation marks, where needed) most of the time
<input type="checkbox"/>	has most everyday words and key words provided for the candidate in the assignment spelt correctly (spellings of other words should not be penalised unless they interfere with conveying the meaning or maintaining the confidence of the intended reader).
<input type="checkbox"/>	is sufficiently legible for the intended reader
<input type="checkbox"/>	gives information about a holiday in Lapland
<input type="checkbox"/>	demonstrates checking of work, either through drafts or response to verbal questions
<input type="checkbox"/>	Tick if all of activity 3 successfully achieved
Level 1 Activities 1 and 2 – Writing plan	
<input type="checkbox"/>	produce a plan that includes relevant information about a trip to Lapland
<input type="checkbox"/>	produce a rough copy of a letter
<input type="checkbox"/>	Tick if all of activities 1 and 2 successfully achieved
Activity 3 – letter, diary entry or story	
Write a recount that	
<input type="checkbox"/>	Is organised into paragraphs
<input type="checkbox"/>	presents information in a logical order and with a suitable level of detail
<input type="checkbox"/>	uses a suitable layout and format
<input type="checkbox"/>	uses language suitable for purpose
<input type="checkbox"/>	uses a variety of sentence types (e.g. simple and compound) and conjunctions
<input type="checkbox"/>	uses correct grammar and tense
<input type="checkbox"/>	uses punctuation correctly (commas, capitals letters, full stops, question marks and exclamation marks, where needed) most of the time
<input type="checkbox"/>	has most common words (used in work, studies and daily life) and key words provided for the candidate in the assignment spelt correctly.
<input type="checkbox"/>	is legible for the intended reader
<input type="checkbox"/>	gives coherent information about a holiday in Lapland
<input type="checkbox"/>	demonstrates checking and editing of work through one or more drafts
<input type="checkbox"/>	Tick if all of activity 3 successfully achieved
Level 2 Activities 1 and 2 – Writing plan	
<input type="checkbox"/>	produce a plan that includes relevant information about a trip to Lapland
<input type="checkbox"/>	produce a rough copy of a letter
<input type="checkbox"/>	Tick if all of activities 1 and 2 successfully achieved
Activity 3 – letter, diary entry or story	
Write a recount that	
<input type="checkbox"/>	Is organised into paragraphs
<input type="checkbox"/>	presents information in a logical or persuasive sequence and with a suitable level of detail
<input type="checkbox"/>	uses a suitable layout and format
<input type="checkbox"/>	uses language and style suitable for purpose
<input type="checkbox"/>	uses a variety of sentence types (e.g. simple and compound) and conjunctions
<input type="checkbox"/>	uses correct grammar (e.g. tense, use of pronouns, subject-verb agreement)
<input type="checkbox"/>	uses punctuation correctly (apostrophes, colons, semi-colons, dashes, hyphens, speech marks, commas, capitals letters, full stops, question marks and exclamation marks where needed) most of the time
<input type="checkbox"/>	has most common words (used in work, studies and daily life) and familiar technical words spelt correctly.
<input type="checkbox"/>	is legible for the intended reader
<input type="checkbox"/>	gives coherent information about a holiday in Lapland
<input type="checkbox"/>	demonstrates checking and editing of work through one or more drafts
<input type="checkbox"/>	Tick if all of activity 3 successfully achieved