**ENTRY LEVEL 2 FUNCTIONAL SKILLS QUALIFICATION IN ENGLISH Speaking, Listening and Communicating**

**RECORD OF LEARNER ACHIEVEMENT AND ASSESSOR SHEET**

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| --- |
| **Learner full name:** |
| **Date of birth:** | **Open Awards Learner no:** |
| **Assessment location:** |
| **Date:** | **Time:** |

|  |
| --- |
| **Centre name:**  |
| **Assessor name:** |
| **Assessment task (including topic of discussion):** |
| **Additional assessment requirements:** |
| **Additional comments / incidents:** |

|  |  |  |
| --- | --- | --- |
| **Result** (please insert ‘Y’ or tick as appropriate) | **Pass** | **Fail** |

|  |  |
| --- | --- |
| **Learner signature:** | **Date:** |
| **Assessor signature:** | **Date:** |
| **Internal Verifier/Assessor signature:***(if sampled)* | **Date:** |

**Assessment Sheet**

*Speaking, Listening and Communicating: Entry Level 2*

Entry Level 2 overall performance across the range of requirements for the level must be secure; and any insufficient demonstration of any individual content statement must be balanced by appropriate demonstration of that same content statement elsewhere.

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| **SOS ref** | **On more than one occasion across the two sub-tasks, did the learner** | **Insert a tick (✓) if you have observed the learner doing this consistently and on at least two occasions across the sub-tasks.** **Insert a cross (X) if not.**  |
| 1 | Identify and extract the main information and detail from short explanations  |  |
| 2 | Make requests and ask clear questions appropriately in different contexts |  |
| 3 | Respond appropriately to straightforward questions |  |
| 4 | Follow the gist of discussions |  |
| 5 | Clearly express straightforward information and communicate feelings and opinions on a range of straightforward topics  |  |
| 6 | Make appropriate contributions to simple group discussions with others about a straightforward topic |  |

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| **Sub-Task 1 – Assessors Comments:** |
| **Sub-Task 2 – Assessors Comments:** |