

Title	Participate in a formal interview (EL)		
Level	3	Credits	5

Purpose	<p>This unit standard is for people for whom English is an additional language.</p> <p>People credited with this unit standard are able to participate in a formal interview (EL).</p>
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Classification	Languages > English Language
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Available grade	Achieved, Merit, and Excellence
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Criteria for Merit	Conventions and language features are appropriate to a formal interview, with minor lapses. Spoken text is coherent with a degree of fluency and spontaneity. Developed responses are given, with good control of a wide range of appropriate language features to communicate ideas effectively. Meaning of spoken text is conveyed with minor inconsistencies.
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Criteria for Excellence	Conventions and language features are consistently appropriate to a formal interview. Spoken text is coherent with evidence of fluency and spontaneity. Developed extended responses are given. Meaning of spoken text is conveyed with minimal inconsistencies.
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Prerequisites	Unit 31020, <i>Participate in an interview on a familiar topic (EL)</i> , or demonstrate equivalent knowledge and skills.
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Guidance Information

- 1 *English Language (EL)* refers to the acquisition of English as an additional language.
- 2 This unit standard can be awarded with an *Achieved, Merit, or Excellence* grade. For the *Achieved* grade to be awarded, the outcome must be achieved as specified in the outcome statement. For the *Merit* grade to be awarded, the candidate must meet the *Achieved* and *Merit* criteria. For the *Excellence* grade to be awarded, the candidate must meet the *Achieved, Merit* and *Excellence* criteria.
- 3 This unit standard is at a level comparable to the Common European Framework of Reference (CEFR) high B1. It is intended for learners with increasing independence

in English. A structured overview of all CEFR related scales can be found at <http://www.coe.int/en/web/portfolio/overview-of-cefr-related-scales>.

- 4 This unit standard may contribute to the New Zealand Certificate in English Language (General) (Level 3) [Ref: 1882]. The requirements of this standard are consistent with the *NZCEL Guiding Document*. This document includes guidelines relating to appropriate texts, task specifications and assessment conditions and can be found at <http://www.nzqa.govt.nz>.
- 5 All assessment activities must be conducted in English, which must not be the candidate's first language.
- 6 It is recommended that:
 - i the outcomes are assessed as part of an integrated unit of work, relevant to the learning context of the candidate;
 - ii assessment be conducted in conjunction with assessment against other English Language unit standards at this level.
- 7 Interviewer's questions and candidate's responses must be tailored to fit within the time frame. Candidates may not see the exact questions prior to the interview.
- 8 For the purposes of moderation, the assessment must be recorded audio-visually. Recorded work must not be edited. Guidelines for digital visual submissions can be found in *Preparing digital visual submissions for moderation*, accessed at: <http://www.nzqa.govt.nz>.
- 9 Assessment support material for *English Language* unit standards can be found at www.nzqa.govt.nz.
- 10 Definitions

Coherent, for the purposes of this unit standard, refers to the presentation of ideas in a clear and comprehensible manner.

Conventions refer to verbal and non-verbal strategies such as, greeting, formal address, leave-taking, appropriate eye contact; and behaviour and register appropriate to the formal context.

Developed extended responses refer to the linking and explaining of additional details.

Developed responses refer to expanding on statements by developing supporting details.

Errors refer to systematic use of incorrect language features.

Fluency refers to a smooth flow of language with few unnatural pauses.

Inconsistencies refer to variable control in language features, where the candidate can self-correct if necessary.

Range of appropriate language features refers to the selection and use of sufficient language features with control to communicate ideas.

Spontaneity refers to responses that are natural and unrehearsed.

Outcomes and performance criteria

Outcome 1

Participate in a formal interview (EL).

Range may include but is not limited to – job interview, course interview; minimum of 4 minutes in duration.

Performance criteria

1.1 Conventions and language features are generally appropriate to a formal interview, with some lapses. Spoken text is generally coherent with evidence of emerging fluency and spontaneity. Responses demonstrate control of a range of appropriate language features. Spoken text may contain errors and inconsistencies, but these do not obscure meaning.

Range language features include – grammatical, lexical and phonological features relevant to content and context;
 grammatical features include – verb forms (present, past and future), modals;
 lexical features may include but are not limited to – correct word choice, grammatical form, formal register;
 phonological features include – pronunciation, intonation, stress, pace, audibility, rhythm.

Replacement information	This unit standard replaced unit standard 17359.
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Planned review date	31 December 2023
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Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	17 October 2013	31 December 2019
Rollover and Revision	2	21 May 2015	31 December 2019
Review	3	29 March 2018	N/A

Consent and Moderation Requirements (CMR) reference	0226
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This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

Comments on this unit standard

Please contact NZQA National Qualifications Services nqs@nzqa.govt.nz if you wish to suggest changes to the content of this unit standard.