

<b>Title</b>	<b>Write phrases and simple sentences on a personal topic in English language</b>		
<b>Level</b>	<b>1</b>	<b>Credits</b>	<b>5</b>

<b>Purpose</b>	<p>People credited with this unit standard can write phrases and simple sentences on a personal topic in English language at foundation level.</p> <p>This unit standard is for learners for whom English is an additional language.</p> <p>It is intended for learners who have a basic but limited command of English.</p>
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<b>Classification</b>	Languages > English Language
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<b>Available grade</b>	Achieved
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### Guidance Information

- 1 This unit standard may contribute to the New Zealand Certificate in English Language (Foundation) (Level 1) [Ref: 1879].
- 2 It is recommended that:
  - i the outcomes are assessed as part of an integrated unit of work, relevant to the learning context of the learner;
  - ii assessment be conducted in conjunction with assessment against other English Language unit standards at this level.
- 3 This unit standard is at a level informed by the Common European Framework of Reference (CEFR). A structured overview of all CEFR related scales can be found at <https://www.coe.int/en/web/portfolio/overview-of-cefr-related-scales>.
- 4 The requirements of this standard are consistent with the supporting documents. They include guidelines relating to appropriate texts, task specifications, and assessment conditions and can be found at <https://www2.nzqa.govt.nz/qualifications-and-standards/english-language/>.
- 5 All assessment activities must be conducted in English, which must not be the learner's first language. Task instructions may be given in the learner's preferred language.
- 6 Assessment must be conducted in a highly supportive environment, where assessors assist the learners to understand the requirements of the task and reduce effective barriers.

- 7 Learners may use a bilingual and/or an English dictionary.
- 8 Learners' writing competence must be assessed after they have been given the opportunity to independently edit and proofread their work. Errors and inaccuracies may be present but must not impede meaning. The assessor must be satisfied that the learner can independently demonstrate competence against the unit standard. For moderation purposes, learner drafts must be included in the submission.
- 9 Guidelines for preparing submissions for moderation can be found at <https://www2.nzqa.govt.nz/tertiary/assessment-and-moderation-of-standards/external-moderation-application/>.
- 10 Definitions  
*Errors* refer to the systematic use of incorrect language features.  
*Inaccuracies* refer to lapses in control in text structure, language features, vocabulary, spelling, and punctuation.  
*Personal topics* refer to topics which are very well-known and of high relevance and importance to the learner, such as home, family, hobbies.  
*Phrases* refer to word phrases and number phrases, such as dates.  
*Simple sentences* refer to sentences that contain a subject and a verb, which may also have an object and modifiers, and which contain only one independent clause.  
*Writing conventions* refer to consistent grammar, punctuation, spelling, and vocabulary usage according to established linguistic norms.  
*Writing* refers to handwritten or typed work on paper or word processed using a digital device. It is produced independently and not copied.

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## Outcomes and performance criteria

### Outcome 1

Write phrases and simple sentences on a personal topic in English language.

Range one text consisting of at least six different phrases and simple sentences.

### Performance criteria

- 1.1 Information is communicated clearly and relates to the personal topic.
- 1.2 Accurate and legible writing is written in simple phrases and sentences.
- 1.3 Standard writing conventions are followed.

Range may include but is not limited to letter and number formation, placement and size of symbols, letter case, spelling, word boundaries, and full stops.

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<b>Planned review date</b>	31 December 2029
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**Status information and last date for assessment for superseded versions**

Process	Version	Date	Last Date for Assessment
Registration	1	29 March 2018	31 December 2026
Review	2	29 August 2024	N/A

**Consent and Moderation Requirements (CMR) reference**

0226

This CMR can be accessed at <https://www.nzqa.govt.nz/framework/search/index.do>.

**Comments on this unit standard**

Please contact NZQA National Qualifications Services at [nqs@nzqa.govt.nz](mailto:nqs@nzqa.govt.nz) if you wish to suggest changes to the content of this unit standard.