

Title	Write phrases and simple sentences on personal topics (EL Foundation)		
Level	1	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 write phrases and simple sentences on personal topics (EL Foundation).</p>
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Classification	Languages > English Language
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Available grade	Achieved
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Guidance Information

- 1 *English Language (EL)* refers to the acquisition of English as an additional language.
- 2 This unit standard is at a level comparable to the Common European Framework of Reference (CEFR) A1. It is intended for learners who have a basic but limited command of 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>.
- 3 This unit standard may contribute to the New Zealand Certificate in English Language (Foundation) (Level 1) [Ref: 1879]. 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>.
- 4 All assessment activities must be conducted in English, which must not be the candidate's first language. Task instructions may be given in the candidate's preferred language.
- 5 Assessment must be conducted in a highly supportive environment, where assessors assist the learners to understand the requirements of the task, and reduce affective barriers.
- 6 The assessor must be satisfied that the candidate can independently demonstrate competence against the unit standard.

- 7 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.
- 8 Candidates may use a bilingual and/or an English dictionary, but not electronic devices.
- 9 Candidate's writing competence must be assessed after they have been given the opportunity to edit and proofread their work.
- 10 Definitions
- Errors* refer to 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 candidate, such as home, family, hobbies.
- Phrases* refer to word phrases and number phrases, such as dates.
- Writing*, for the purposes of this unit standard, refers to handwriting, not word processing. It is produced independently and not copied.

Outcomes and performance criteria

Outcome 1

Write phrases and simple sentences on personal topics (EL Foundation).

Range minimum of two texts each of at least 20 words, consisting of a minimum of six different phrases and/or sentences; assessed on two separate occasions.

Performance criteria

- 1.1 Information is communicated clearly and relates to the personal topic.
- 1.2 Simple phrases and sentences are written accurately and legibly. Writing may contain errors and inaccuracies, but these must not obscure meaning.
- 1.3 Writing follows standard conventions.
- Range letter and number formation, placement and size of symbols, letter case, spelling, word boundaries, full stops.

Replacement information	This unit standard replaced unit standard 27995.
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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	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.