



NCFE Level 2 Functional Skills Qualification in English (603/5054/4)

Reading

Paper number: Practice paper 02

Mark Scheme v1.0

The practice paper pass mark is intended for guidance purposes only. A practice paper will give learners an indication of their current level of performance rather than an official assessment result.

Practice Paper Level 2 Reading pass mark: 17

Section 1

1	Give one quotation from Text 1 that shows how being around dogs improves people's wellbeing. [1 mark]		
	Maximum one mark from: • 'They provide us with the companionship we need / to feel happy and relaxed, (and this is why many families and home workers have dogs as pets and companions)' (1) • ('Perhaps this is not surprising, considering that scientific studies show that) working with dogs can increase collaboration and reduce stress' (1) • 'They help make my staff more fulfilled / (and) happier at work, (and they get more done in a day)'. (1) Accept any other valid quotation.	1	2.11
2	What does the word 'pool' mean, as used in paragraph 5 of Text 1? You may use a dictionary to help you answer this question. [1 mark]		
	Maximum one mark from: • team (1) • quantity (1) • group of people. (1) Accept any other valid meaning in the context of the text.	1	2.15
3	Which one of the following quotations shows a humorous style of writing? [1 mark] A Cats use our houses in the same way that some teenagers use their family home B It seems that allowing dogs at work increases productivity C Smaller businesses and offices have caught on to the idea D This company is convinced it encourages employees to work longer hours		
	Maximum one mark for:		
	A Cats use our houses in the same way that some teenagers use their family home (1)	1	2.19

4	Give two quotations that imply the writer of Text 1 is a dog lover.	[2 marks]	
	Maximum two marks from: • ‘Imagine the fun you’d have working there’ (1) • ‘Dogs, however, are friendly, loyal and need lots of love and exercise’ (1) • ‘I’d want to spend most of the day cuddling them!’ (1) • ‘Why not take your canine buddy to work?’ (1) Accept any other valid quotation.	2	2.13

5	State whether each of the following quotations from Text 1 is an example of a fact or an opinion .			[2 marks]					
	Maximum two marks for:								
	<table><tr><th>Quotation</th><th>Fact or opinion</th></tr><tr><td>Some major businesses now allow us to bring our dogs to work</td><td>Fact</td></tr><tr><td>It's too easy to be distracted by dogs at work</td><td>Opinion</td></tr></table>	Quotation	Fact or opinion	Some major businesses now allow us to bring our dogs to work	Fact	It's too easy to be distracted by dogs at work	Opinion	2	2.18
Quotation	Fact or opinion								
Some major businesses now allow us to bring our dogs to work	Fact								
It's too easy to be distracted by dogs at work	Opinion								

Section 2

6	What does the word ‘bonded’ mean, as used in the ‘Maintaining workplace standards’ section of Text 2?		
	You may use a dictionary to help you answer this question.	[1 mark]	
	Maximum one mark from: • got on well (1) • become friends (1) • connected (1) • become attached. (1) Accept any other valid meaning in the context of the text.	1	2.15

7	Give one quotation for each of the following features used in Text 2.		
	(a) Rule of three		
	[1 mark]		
	Maximum one mark from: • ('As we settle into our new building and find our feet, we need to consider our 'normal' ways of working, including) productivity, maintaining equipment, and standards' (1) • ('We understand that working from home has improved your quality of life through) more time at home, fewer hours spent commuting and reduced travel costs' (1) • ('There are the issues of) hygiene, sanitation and smells'. (1) Accept any other valid quotation for rule of three.	1	2.14
	(b) Short sentence		
	[1 mark]		
	Maximum one mark from: • 'Reported sickness has been reduced' (1) • 'Many people now have dogs.' (1) Accept any other valid quotation up to 10 words.	1	2.14
8	Give two reasons why Charlie Barr thinks employees should continue working from home.		
	[2 marks]		
	Maximum two marks from: • productivity is high / at a good level (1) • it has allowed employees to remain close to their dogs (1) • reported sickness has been reduced. (1) Accept any other valid reason.	2	2.18

9	(a) Which organisational feature is used to summarise why staff will not be allowed to bring their dogs to work? [1 mark]		
	Maximum one mark for: bullet points / bulleted list. (1) Accept similar wording.	1	2.16
	(b) Which section mentions upgrades? [1 mark]		
	Maximum one mark for: Maintaining tech. (1)	1	2.16

10	In the email, Charlie Barr gives information about returning to the office. Which two of the following quotations from Text 2 show that she might be biased in favour of working from home? [2 marks] A We cannot, however, implement a ‘Bring Your Dog to Work’ scheme B We have been happy to approve more requests for working from home C We have to consider our business and customer needs D We realise that this will come as a disappointment to some of you E We understand that working from home has improved your quality of life		
	Maximum one mark for:		
	B We have been happy to approve more requests for working from home (1) E We understand that working from home has improved your quality of life (1)	2	2.17

11	Which one of the following statements about Text 1 and Text 2 is true? A Both advise that flexible working hours reduce sickness rates B Both explain the findings of scientific studies C Both give information about challenges for workers who have dogs D Both persuade readers that dogs should be allowed in the workplace	[1 mark]	
	Maximum one mark for:		
	C Both give information about challenges for workers who have dogs (1)	1	2.12

Section 3

12	Identify whether each of the following quotations from Text 3 is an example of a light-hearted tone or a serious tone.	[2 marks]							
	Maximum two marks for:	2	2.19						
	<table><tr><th>Quotation</th><th>Light-hearted or serious</th></tr><tr><td>Inclusiveness includes our four-legged friends</td><td>Light-hearted</td></tr><tr><td>It would never be possible to allow dogs in places such as hospitals</td><td>Serious</td></tr></table>			Quotation	Light-hearted or serious	Inclusiveness includes our four-legged friends	Light-hearted	It would never be possible to allow dogs in places such as hospitals	Serious
Quotation	Light-hearted or serious								
Inclusiveness includes our four-legged friends	Light-hearted								
It would never be possible to allow dogs in places such as hospitals	Serious								

13	Identify the language feature used in each of these quotations from Text 3. (a) 'welcoming workplace'	[1 mark]	
	Maximum one mark for: alliteration. (1)	1	2.14
	(b) 'tell your employer'	[1 mark]	
	Maximum one mark for: imperative. (1) Accept direct address.	1	2.14

14	Use Text 3. Which section gives the reader practical advice about having dogs at work?	[1 mark]	
	Maximum one mark for: The evidence. (1)	1	2.16

15	What does the writer imply in each of these quotations? (a) 'Family, friends and wellbeing come first.'	[1 mark]	
	Maximum one mark from: - that work should not be the main focus of life (1) - family, friends and wellbeing are more important than work. (1) Accept any other valid answer.	1	2.13
	(b) 'Life is boring without our best friend by our side'	[1 mark]	
	Maximum one mark from: - dogs are our 'best friends' (1) - dogs make people happy (1) - people can feel very attached to their dogs. (1) Accept any other valid answer.	1	2.13

16	Identify two challenges faced by people returning to the workplace.	[2 marks]	
	Maximum two marks from: - workers are used to getting up later for work (1) - the work atmosphere feels strange (1) - people are used to working from home (1) - family, friends and wellbeing are now more important. (1) Accept any other valid answer.	2	2.11

17	Which two of the following quotations from Text 3 use informal language to talk about dogs?	[2 marks]	
	A Employers should allow employees to bring their dogs to work B Only house-trained pets should be permitted in the workplace C The furry one with the waggly tail and a wet nose is part of the family D This includes the increasing number of dogs in our families E We fight for the rights of your pups and pooches too		
	Maximum one mark for:		
	C The furry one with the waggly tail and a wet nose is part of the family (1) E We fight for the rights of your pups and pooches too (1)	2	2.17

18	Identify whether each of these statements about Text 2 and Text 3 is true or false . [2 marks]								
	Maximum two marks for:								
	<table><tr><th>Statement</th><th>True or false</th></tr><tr><td>Both texts say that more people want to work from home</td><td>True</td></tr><tr><td>Both texts say that owning a dog increases a worker's productivity</td><td>False</td></tr></table>	Statement	True or false	Both texts say that more people want to work from home	True	Both texts say that owning a dog increases a worker's productivity	False	2	2.12
Statement	True or false								
Both texts say that more people want to work from home	True								
Both texts say that owning a dog increases a worker's productivity	False								

[Total: 30 marks]