

SAMPLE ASSESSMENT TASKS

Certificate I in Spoken and Written English

Module B – Giving personal information

Accredited course module code: SWEPER102A

Learning outcome 1

Provide personal information using spoken language

Assessment procedure

- 1 Explain to the learner that they will need to answer eight personal ID questions.
- 2 Ask eight questions, including spelling surname, street name and suburb name.

Some suggested questions:

- What's your name?
- What's your surname?
- Can you spell your surname?
- What's your address?
- Can you spell your street?
- Can you spell your suburb?
- Where do you come from?
- What language do you speak?

Assessment conditions

- The person asking the questions must be a fluent speaker, known to the learner.
- Questions may be repeated up to three times and the learner may ask for clarification and repetition.
- The learner must answer eight questions correctly, using simple one-clause responses with appropriate tenses.
- The learner must spell surname, street name and suburb name correctly.
- The learner may refer to personal ID documents eg: driver's licence and ask for repetition and/or clarification.
- Learner responses may contain some errors that do not interfere with the meaning
- Key words, including numbers, must be pronounced with sufficient clarity and stress as to be recognisable by interlocutor.
- To assist in assessing performance it is advisable to record the assessment.
- When assessing, you should adhere to the assessment criteria, conditions of assessment and methods of assessment as detailed in Section C of the course document.