

**Learner Unit Achievement Checklist**

**SEG Awards Entry Level Certificate in ESOL Skills for Life (Entry 1)**

**610/4262/6**

###### SEG Awards Entry Level Certificate in ESOL Skills for Life (Entry 1)

## Centre Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Learner Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Notes to learners – this checklist is to be completed, to show that you have met all the mandatory and required optional units for the qualification.

**A/651/1799 Skills for Life in Reading - Mandatory Unit**

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| Assessment Criteria | Evidence (Brief description/title) | Portfolio Reference | Date Completed | Comment |
| **1.1** Follow a short text on a familiar topic  **1.2** Use language features to work out meaning in short text on a familiar topic  **1.3** Identify the purpose of short text on a familiar topic |  |  |  |  |
| **2.1** Obtain information from short text on a familiar topic  **2.2** Recognise key words, phrases, signs and symbols  **2.3** Recognise the use of capital letters and bold for important words |  |  |  |  |

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| **TUTOR COMMENTS:**  **Name: Signature: Date:** |

If chosen for sampling, Internal/External Moderators must complete the following:

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| INTERNAL MODERATOR COMMENTS:  **Name: Signature: Date:** |
| EXTERNAL MODERATOR COMMENTS:  **Name: Signature: Date:** |

Please ensure these forms are copied and distributed to each learner.

## Centre Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Learner Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Notes to learners – this checklist is to be completed, to show that you have met all the mandatory and required optional units for the qualification.

**K/651/1800 Skills for Life in Writing - Mandatory Unit**

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| Assessment Criteria | Evidence (Brief description/title) | Portfolio Reference | Date Completed | Comment |
| **1.1** Construct simple text using basic word order and verb form |  |  |  |  |
| **2.1** Use full stops correctly  **2.2** Use capital letters correctly  **2.3** Spell personal key and familiar words correctly |  |  |  |  |

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| INTERNAL MODERATOR COMMENTS:  **Name: Signature: Date:** |
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## Centre Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Learner Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Notes to learners – this checklist is to be completed, to show that you have met all the mandatory and required optional units for the qualification.

**Y/651/1805 Skills for Life in Speaking and Listening - Mandatory Unit**

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| Assessment Criteria | Evidence (Brief description/title) | Portfolio Reference | Date Completed | Comment |
| **1.1** Listen for gist in simple verbal communication  **1.2** Obtain necessary information from simple verbal communication  **1.3** Follow single step verbal instructions correctly |  |  |  |  |
| **2.1** Use pronunciation to convey intended meaning  **2.2** Use simple language appropriate for context when speaking |  |  |  |  |
| **3.1** Provide a short verbal account  **3.2** Convey relevant detail during a simple verbal communication |  |  |  |  |
| **4.1** Make relevant contributions to discussion  **4.2** Express simple views clearly during verbal communication  **4.3** Make effective verbal requests to obtain information |  |  |  |  |

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| --- |
| INTERNAL MODERATOR COMMENTS:  **Name: Signature: Date:** |
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