B1, Mock Test 1 - Sample letters

Candidate A: Writing, Part 1

Candidate's address
Date

22 London Road
Madley
MA53 2LR

Dear Sir or Madam,

I saw your advertisement in a newspaper called Random Name last week, and I am writing to apply for hosting one of the participants in my home.

I live in a small flat at the center of the town, the University is available easily from here. I am 20 years old, now I work as waitress, and I am very keen on meeting and befriending with new people. That is the main reason for the application.

If it is not a problem, I would like my guest to be a female, and around my age.

I am looking forward for your responsible in your earliest convenience.
Yours faithfully,
Name

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Rating
Content: A
GP1 The candidate describes her home and its location.
GP2 The candidate gives her age and job.
GP3 The candidate explains why she wants to host someone.
GP4 The candidate states what kind of guest she wants.
All 4 guiding points have been processed in an appropriate way.

Communicative Design: A
1. The guiding points have been processed in a logical sequence.
2. There are several sentences starting with "I", but otherwise the linking between the sentences and the guiding points is fine.
3. The language is appropriate for this type of letter.
4. The text has the typical characteristics required and is longer than 100 words.
It is appropriate in all respects.

Language: A
There are only occasional errors, and they are minor errors. Additionally, the candidate also has some complex language (an if sentence).

Additional Points: Not applicable because maximum points have already been awarded.

Candidate A: Writing, Part 2

Dear Brian,

It has been a while, isn't it? When was the last time we did something fun together, about a year ago? Time flies by quickly for sure.

Anyway, I'm writing because I have a suprise for you. Last week I won two tickets for a Green Day concert wich will be organised in the last week of July. And as your best friend, I know you would give your left arm just to see the band for a minute. So the question is, do you want to come with me? Or more precisely, do you have the time to come along?

I have to go now. I'm really looking forward to hear from you, write asap, please.

P.S.: If your answer is yes, I will give you more details about the concert in my next e-mail.
Best regards
Name

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Rating
Content: A
The candidate suggests a concert and says why she is inviting this friend. It is clearly an informal email to a friend.

Communicative Design: A
1. The message is communicated in a logical way.
2. There is linking between the sentences and the various parts of the message.
3. The language is informal.
4. The text has the typical characteristics required.
It is appropriate in all respects.

Language: A
There are only occasional errors.

Candidate B: Writing, Part 1

Dear Lisa,

I saw your article in the newspaper, and I decided, I want to join to this organizing. I had a school exchange sister last year, and I loved speaking English all day, see different side of my city and I was so proud to live in Budapest. I think, first time in my life. But, in this whole time, I coud meet with another culture, and learn a lot, about the word. These are the reason, why I want to be a Host girl. Actually, our flat isn't to big, but it's enough big, to can host 2-3 people. We've got an American kitchen, 4 bedrooms, a bathroom and a big living room, with 2 couches. We live like a basic family, a mom, a dad, a brother and me. But our soul isn't basic, all of us are complicated in their kind ... I'm a big fan of literaturi and phylosophy, so I prefer an opened minded, deep similar ages girl or boy to host, but because I'm opened minded, I don't really care the type of the people, just be nice. I hope, you gonna accept my letter.
Hope the best:
Name

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Rating
Content: A
GP1 The candidate describes her home and its location.
GP2 The candidate gives details about herself and her family.
GP3 The candidate explains why she wants to host someone.
GP4 The candidate states what kind of person she wants to host.
All 4 guiding points have been processed in an appropriate way.

Communicative Design: B
1. The text is not clearly a letter and the candidate has not used any paragraphs. Paragraphs are expected - they help the reader understand the letter better. However, there is a logical development.
2. Mostly *and* and *but* are used for linking and many start with I.
3. The range and variety of language used is appropriate in most respects.
4. The register is sometimes a little informal for this kind of letter (gonna) and the ending is not quite appropriate.
It is appropriate in most respects.

Language: B
There are many errors but they do not impair the reader's understanding of the text at one reading. Also the candidate has used far too many commas. The text is best understood if the commas are ignored!
Some of the errors: organizing (organization), coud (could), word (world), These are the reason (This..), similar ages girl (girl of a similar age)

Additional Points: One additional point (IV.2) is awarded because the letter contains more than the minimum information. The candidate provides many extra details.

Candidate B: Writing, Part 2

Dear Luca,

I know, we just met Yesterday, but I forgat to ask you about few things.

First of all, on next Sunday will be a Foals concert in Dürer! You know ... They are my favourite. But I'm going to be alone, because my parent's gonna travell to our weekend house ... So. Don't You mind, if I invite you for this concert?

I know, You don't like this type of music at all, but please! It's only one time, and you're my best friend! And I want to share my happiness with you! I buy your ticket too, I promise. And another stuff. My flat's will be alone, so You can sleep in there. We can cook, watching series, play poker or whatever You want. Just please, come with me!

Super best friends program, not too bad music, cheap drinkings, and free foods for You next day!

I know You love me, and you aren't rude or jealous.

Loads of love: Your bestie

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Rating
Content: A
The candidate suggests a concert and says why she is inviting this friend. It is clearly an informal email to a friend.

Communicative Design: B
1. The length/opening is OK. The closing sentence is not quite appropriate.
2. Some sentences are a bit short and the linking is weak.
3. The range and variety of language used is appropriate in most respects since it is quite simple.
4. The register is OK for an informal email.
It is appropriate in most respects.

Language: B
There are many errors but they do not impair the reader's understanding of the text at one reading.
There is incorrect spelling - including words starting with capital letters for no reason, incorrect use of commas and apostrophes, incorrect grammar and word choice (we can watching / cheap drinkings).

Candidate C: Writing, Part 1

I wanted to invet you in my home for 5 day. My home is enought for you I think. I live in family but we have a guestroom for you.
We have 2 bathroom one on the donster and one on upsters. On dounsters is the living room wher can we play, or talk eche other, or watch movie. I forget to tell you I have a dog … So I hope you don't afread of dogs. I think you will love her because ist a feamel dog.
We are living a flat on the fourth level. I hope i will get a very nice and funny purcen. I Thanes evrything.

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Rating
Content: C
GP1 The candidate describes his home.
GP2 The candidate mentions his dog, which is accepted as giving information about himself.
GP3 The candidate does not explain why he wants to host someone.
GP4 The candidate wants to host *a nice and funny purcen* but this is not accepted as processing this point appropriately.
The candidate has interacted with the input text in a limited way.
Only 2 guiding points have been processed in an appropriate way.

Communicative Design: C
1. The organisation of the text is not logical as information about his flat is scattered throughout the text.
2. There is little linking and the sentences are short.
3. The range and variety of language used is very simple and some words have been used incorrectly. The logic is difficult to follow.
4. The register is not quite appropriate as the candidate mixes up inviting someone directly at the beginning and writing to the organizer at the end. There is no greeting or understandable closing.
It is mostly inappropriate.

Language: C
There are numerous errors that make it necessary to read the text a number of times and some sentences are difficult to understand. Spelling is very weak and the language used very basic.

Additional Points: Not applicable because C has been awarded.

Candidate C: Writing, Part 2

Hi Steve!
I think we don't met long time ago. I have a very good idea we should go a concert on the
next Week. I four 2 Parkwaydrive ticket on the internet. If you wnat you can come with
me. I remember that the Parkwaydrive is your favorit ban. If you cone with me i'm sure
we will enjoi the concert. If you want come please writte me answer if you can and
writte me wer should we meet. I hope you get this e-mail.
Best regards

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Rating
Content: A
The candidate suggests a concert and says why he is inviting this friend. It is clearly an informal
email to a friend.

Communicative Design: B
1. The length/opening/closing is OK.
2. There is little linking and many sentences start with I.
3. The range and variety of language used is appropriate in most respects since it is quite simple.
4. The register is OK for an informal email.
It is appropriate in most respects.

Language: C
There are numerous errors that make it necessary to read the text a number of times and some
sentences are difficult to understand. Spelling is very weak and the language used very basic.