

## NZQA Assessment Support Material

<b>Unit standard</b>	<b>29307</b>				
<b>Title</b>	<b>Apply literacy skills in a range of day to day contexts (Supported Learning)</b>				
<b>Level</b>	<b>1</b>	<b>Credits</b>	<b>5</b>	<b>Version</b>	<b>1</b>

# STUDENT GUIDELINES

CANDIDATE'S INFORMATION	
First and last name	
NSN number	
Date	

## INSTRUCTIONS FOR THE CANDIDATE

- 1. Do ALL parts of this assessment.**
- 2. Do this assessment by yourself.**
- 3. Ask your assessor if you need help to understand something better.**
- 4. Answer in a way that is easiest for you (e.g. iPad computer, cell phone, speaking to your helper, camera).**

## CONDITIONS OF ASSESSMENT



- All parts of the assessment will be carried out by the candidate.
- The assessment will take place over a time set by the assessor.

**Apply literacy skills in a range of day to day contexts (Supported Learning)****ASSESSMENT****Assessment Task**

This assessment task has four parts. You will be asked to:

Apply **two** literacy skills in each of day-to-day tasks for each of the following **four** contexts.

- 1** Use two different literacy skills to carry out tasks in your **daily life**
- 2** Use two different literacy skills to carry out tasks in your **recreation activities**
- 3** Use two different literacy skills to carry out tasks in your **work or for your education**
- 4** Use two different literacy skills to carry out tasks in your **community**

## Applying literacy skills

Throughout the assessment, **you must use the following literacy skills at least once:**

1. Speaking
2. Reading
3. Writing

You can use other literacy skills in this assessment such as listening and visual literacy :

One of the contexts must be a formal situation. This means that the context is for an important or official occasion. Your teacher can help you to decide what occasion would be formal.

*\*The assessor will use the following table to confirm that you have completed the required elements of this assessment task.*

	<b>Speaking</b>	<b>Reading</b>	<b>Writing</b>	<b>Other</b>	<b>Formal Yes/No</b>
<b>Daily living</b>					
<b>Recreation</b>					
<b>Work or education</b>					
<b>Community</b>					

## Part 1

Use **two** different literacy skills to carry out tasks in your **daily life**

Examples could be:

<p><b>Making a meal</b></p> 	<p><b>Using a phone to call, text or message someone.</b></p> 	<p><b>Communicating with people that you live with</b></p> 
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Complete the following table to describe the literacy skill, the context and the evidence of the skill being applied. You may need help completing the table and collecting your evidence.

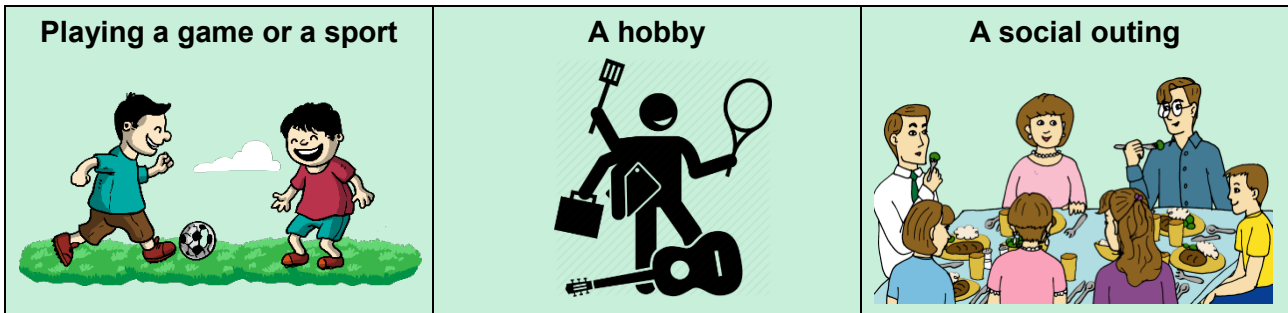
<b>Describe the task. (what you did and why)</b>	<b>Literacy skill used (speaking, reading, writing, other)</b>	<b>Evidence of the skill being applied</b>
<p><b>Task 1:</b></p> <p><b>Date:</b></p>		

<b>Describe the task. (what you did and why)</b>	<b>Literacy skill used (speaking, reading, writing, other)</b>	<b>Evidence of the skill being applied</b>
Task 2:  Date:		

## Part 2

Use **two** different literacy skills to carry out tasks in your **recreation activities**

Examples could be:



Complete the following table to describe the literacy skill, the context and the evidence of the skill being applied. You may need help completing the table and collecting your evidence.

Describe the task. (what you did and why)	Literacy skill used (speaking, reading, writing, other)	Evidence of the skill being applied
<p>Task 1:</p> <p>Date:</p>		

Describe the task. (what you did and why)	Literacy skill used (speaking, reading, writing, other)	Evidence of the skill being applied
<p>Task 2:</p> <p>Date:</p>		



### Part 3

Use **two** different literacy skills to carry out tasks in your **work or for your education**  
 Examples could be:



Complete the following table to describe the literacy skill, the context and the evidence of the skill being applied. You may need help completing the table and collecting your evidence.

Describe the task. (what you did and why)	Literacy skill used (speaking, reading, writing, other)	Evidence of the skill being applied
<p><b>Task 1:</b></p> <p><b>Date:</b></p>		

<b>Describe the task. (what you did and why)</b>	<b>Literacy skill used (speaking, reading, writing, other)</b>	<b>Evidence of the skill being applied</b>
<p>Task 2:</p> <p>Date:</p>		

## Part 4

Use **two** different literacy skills to carry out tasks in your **community**

Examples could be:



Complete the following table to describe the literacy skill, the context and the evidence of the skill being applied. You may need help completing the table and collecting your evidence.

Describe the task. (what you did and why)	Literacy skill used (speaking, reading, writing, other)	Evidence of the skill being applied
<p><b>Task 1:</b></p> <p><b>Date:</b></p>		

Describe the task. (what you did and why)	Literacy skill used (speaking, reading, writing, other)	Evidence of the skill being applied
<p>Task 2:</p> <p>Date:</p>		

**To be completed by assessor:**

<b>Overall Performance Outcome:</b> <b>Achieved</b> <input type="checkbox"/> <b>Not Achieved</b> <input type="checkbox"/>			
<b>Assessor's Attestation:</b> I confirm the following: <ul style="list-style-type: none"><li>• the learner has adequacy of knowledge and performance</li><li>• the assessment complied with relevant health and safety, and legislative requirements</li><li>• the learner's likely repeatable competence in the future.</li></ul>			
<b>Overall comments</b>			
<b>Name:</b>		<b>Signature:</b>	
<b>Date:</b>		<b>Position Held:</b>	