

Unit Title: Using Grammar, Punctuation And Spelling In Writing
Unit Level: Level 1
Unit Credit Value: 2
GLH: 20
LASER Unit Code: WJC646
Ofqual Unit Code: M/506/0908

This unit has 4 learning outcomes.

LEARNING OUTCOMES		ASSESSMENT CRITERIA	
The learner will:		The learner can:	
1.	Be able to use grammar and punctuation to aid understanding when writing.	1.1	Demonstrate how to construct complete written sentences to suit the text type, audience and purpose.
		1.2	Use correct subject-verb agreement.
		1.3	Use correct tense for purpose.
2.	Be able to use punctuation to aid understanding.	2.1	Demonstrate how to punctuate sentences using punctuation markers.
		2.2	Use punctuation so that meaning is clear.
3.	Be able to spell words most often used in daily life.	3.1	Demonstrate how to spell correctly words used most often.
4.	Be able to use a range of methods to spell words.	4.1	Use a range of spelling rules.
		4.2	Use some independent spelling strategies.

Assessment Guidance:

NA

Additional Information:

NA
