

Unit Title:	Writing Skills
Unit Level:	Level 3
Unit Credit Value:	3
GLH:	15
LASER Unit Code:	WJH244
Ofqual Unit Code:	A/650/4318

This unit has 3 learning outcomes.

Learning Outcome (The Learner will):		Assessment Criteria (The Learner can):	
1.	Be able to apply the basic rules of grammar.	1.1	Produce written work which is grammatically sound.
2.	Be able to adapt writing to meet a specific purpose.	2.1	Differentiate between purposes for written communications.
		2.2	Write in a style to meet a given purpose.
		2.3	Produce written work to meet a given purpose.
		2.4	Reflect on the effectiveness of own writing in meeting given purpose.
3.	Be able to improve accuracy in written work.	3.1	Critically assess common tools for improving accuracy of written work.
		3.2	Proof read written work for punctuation and grammar.
		3.3	Amend written work to reflect proof reading outcomes.

Assessment Guidance:

This unit should be assessed using a method that assesses the student's skills in writing. This would normally be in the form of a short, written assignment.

Additional Information:

LASER has an exemplar brief which centres can use or adapt for assessment purposes.