

Write For Meaning Level 2

Introduction

In this course you will undertake different kinds of writing such as letter writing or more personal writing. The course focuses on writing clearly and effectively. You will have plenty of opportunities to write for different purposes, for example writing to complain or to put forward a view. The course will give you ideas on some strategies that you can use to make your message effective.

What will you learn?

By the end of the course you should be able to:

- Use the appropriate format to produce different kinds of writing such as letters, poems, reports, short essays.
- Write in a variety of styles for example to persuade or inform.
- Use writing to communicate clearly and effectively
- Plan, draft, review, edit and redraft writing

Who is this course aimed at?

Skills for Life are the skills you need to get on at home and at work. Choosing a mobile phone, writing a report or helping your children with their homework all require good Skills for Life. Most of us could benefit from improving these skills for a variety of reasons - maybe we did not acquire these skills at school, or they need refreshing after lack of use. To meet these needs, the Skills for Life Pathway will allow you to achieve a nationally recognised qualification in Maths and/or English depending on the pathway you pursue.

What are the entry requirements? (If applicable)

Previous achievement at Level 1 in English or an ability to work at Level 2 in English. .

How is it taught?

Skills for Life Maths and English courses are taught by experienced tutors who will guide you through learning activities in a supportive and encouraging way. Teaching will vary so that you can benefit from learning in a way that suits you, such as working independently at your own pace or sharing ideas in groups. The learning activities are designed to be varied and interesting and are tailored to suit the level that you are working at and to help you progress further.

How will you be assessed?

During the course you will participate in activities such as: thought storming ideas, discussions, filling in charts and writing in different styles. Certain set pieces of work are then used for assessment and are organised into a folder of work. Your course tutor marks the folder which is then subject to internal and external moderation by the Open College Network.

What will you achieve?

If you complete the course successfully you will achieve Open College Network (OCN) Credits at Level 2. The OCN Credits you achieve are part of a national system for recognising and accrediting the learning you have undertaken on this course. Once you complete this course you can build the number of credits you have achieved by undertaking further short courses as detailed overleaf.

What can you do after this?

It is recommended that you take all or some of the other courses within the Skills for Life English pathway which include grammar and punctuation, spell with confidence and read for meaning. Once you are ready you can then take the National Test in English. If you complete any, or all, of these courses they can contribute towards you gaining a NOCN Progression Certificate at Level 2. Following a pathway will help you get the most out of coming to Fircroft College. What you learn on one course will help you on the next.

Who are the tutors?

The course is run by one of the following three experienced tutors: Sharon Griffiths, Sue Lassman or Di Marriott. These tutors specialise in teaching adult returners. Their teaching readily encourages learners to share their existing understanding and skills with others in the group and to develop these skills in a supportive atmosphere.

When does it run?

This is a three day course which includes two nights residency at the College. Courses start at 5.30pm on the first day and finish at around 3 pm on the third day. Please check our website or short course guide for course dates. Alternatively you can contact our Short Course office.

Is there a cost?

This course is free of charge - all accommodation, food, teaching & course materials are included.

How can you apply?

For more information please contact the short course office on 0121 472 0116 or email shortcourses@fircroft.ac.uk. You can apply online at www.fircroft.ac.uk, by post or in person.

