

To be completed by candidate

NSN

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School Code

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SUPERVISOR'S USE ONLY

32405 TERM 4

Draw a cross through the box (X) if you have NOT written in this booklet

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Mana Tohu Mātauranga o Aotearoa
New Zealand Qualifications Authority

Literacy 2023

32405 Write texts to communicate ideas and information

Credits: Five

OUTCOMES	
1	Write meaningful texts for different purposes and audiences.
2	Use written language conventions to support communication.

Enter your National Student Number (NSN) and School Code in the box at the top of this page.

You should attempt ALL the questions in this booklet.

If you need more room for any answer, use the extra space provided at the back of this booklet.

Check that this booklet has pages 2–15 in the correct order and that none of these pages is blank.

Do not write in any cross-hatched area (XXXXXX). This area may be cut off when the booklet is marked.

YOU MUST HAND THIS BOOKLET TO THE SUPERVISOR AT THE END OF THE EXAMINATION.

QUESTION ONE

You have been given the opportunity to be a part of National Volunteer Week.

Write an email to Anahera Quinn, the volunteering co-ordinator, to sign up and suggest a volunteering project you could work on.

A volunteering project could be helping at an event, delivering meals or groceries, planting trees, visiting people, or something else that is needed in your local community.

You should:

- introduce yourself
- describe what you would like to volunteer to do in your community
- explain why you think this is a good project to volunteer for.

Write between 150 and 250 words.

You will be marked on:

- length: writing a minimum of 150 words
- ideas: providing information and details that are appropriate for your audience and purpose
- structure: organising your ideas clearly and appropriately, with a clear beginning, middle, and ending
- language choices: choosing words and sentences that are appropriate for your audience and purpose
- accuracy: using correct spelling, punctuation, and grammar.

Glossary:

volunteer – a person who does something, especially for other people, willingly and without pay.

Source (image, adapted): www.stock.adobe.com



Volunteers at a beach clean-up

PLANNING (Writing in this box will not be marked.)

Please turn over ➤

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The assessment continues on the following page.

QUESTION TWO

Write an article for a school or community online magazine on ONE of the following topics.

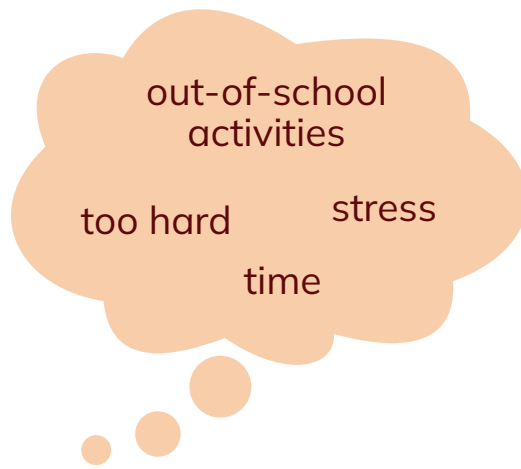
Either:

Everyone should learn how to prepare and cook food. Do you agree? Disagree? Perhaps you can think of ideas for both sides.



Or:

Homework is a waste of time. Do you agree? Disagree? Perhaps you can think of ideas for both sides.



Write between 250 and 350 words.

You will be marked on:

- length: writing a minimum of 250 words
- ideas: providing information and details that are appropriate for your audience and purpose
- structure: organising your ideas clearly and appropriately, with a clear beginning, middle, and ending
- language choices: choosing words and sentences that are appropriate for your audience and purpose
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Literacy 32405, 2023

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QUESTION THREE

The New Zealand Student Volunteer Army (SVA) is a nationwide volunteering movement. It was started by Sam Johnson after the Christchurch earthquake in 2010.

Select (✓) the correct answer to fill the gap in the sentence for parts (a) to (f) of the question.

- (a) The success of the SVA _____ to the development of a volunteer programme for secondary schools.

- ☐ has led
☐ has lead
☐ has leaded
☐ will have led

- (b) Sam Johnson said, "The students come up with the projects. We can guide them _____ we don't tell them what to do."

- ☐ if
☐ or
☐ but
☐ also

- (c) _____ students find volunteering quite challenging, working with people they have never met before can give them a sense of belonging within their communities.

- ☐ Although
☐ However
☐ Whenever
☐ Otherwise

- (d) One parent commented, "We want to teach our teenagers to be active, contributing citizens and _____ making a difference to others."

- ☐ to value
☐ has value
☐ were valued
☐ will have valued

- (e) Another parent added, “The beauty of the volunteering challenge ____ in what it draws out of the young people themselves.”

- ☐ lie
- ☐ lies
- ☐ laid
- ☐ lays

- (f) Sam Johnson was named Young New Zealander of the Year _____ his leadership role in the SVA.

- ☐ in recognising
- ☐ for recognising
- ☐ in recognition of
- ☐ for recognition in

Select (✓) the answer that uses the correct punctuation for parts (g) to (h) of the question.

- (g) Sam has now handed over the volunteering leadership role to Anahera Quinn, who said:

- ☐ “I’m looking forward to working with the SVA team the last few years have shown the importance of working together as a community we will continue to help students provide service and support to their communities.”
- ☐ “I’m looking forward to working with the SVA team, the last few years have shown the importance of working together as a community, we will continue to help students provide service and support to their communities.”
- ☐ “I’m looking forward to working with the SVA team. The last few years have shown the importance of working together as a community. We will continue to help students provide service and support to their communities.”
- ☐ “I’m looking forward to working with the SVA team. The last few years have shown the importance of community, we will continue to help students provide service and support to their communities.”

- (h) One student said,

- ☐ “Volunteering helped us understand that you don’t need to have money. To make an impact, on the environment, if you put your mind towards something, you can achieve it.”
- ☐ “Volunteering helped us understand, that you don’t need to have money to make an impact on the environment, if you put your mind towards something you can achieve it.”
- ☐ “Volunteering helped us understand. That you don’t need to have money to make an impact on the environment. If you put your mind towards something you can achieve it.”
- ☐ “Volunteering helped us understand that you don’t need to have money to make an impact on the environment. If you put your mind towards something, you can achieve it.”

Extra space if required.
Write the question number(s) if applicable.

QUESTION
NUMBER

Extra space if required.
Write the question number(s) if applicable.

QUESTION
NUMBER

32405

To be completed by candidate

NSN

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School Code

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SUPERVISOR'S USE ONLY

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32405 TERM 2



Mana Tohu Mātauranga o Aotearoa
New Zealand Qualifications Authority

Literacy 2023

32405 Write texts to communicate ideas and information

Credits: Five

OUTCOMES	
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2	Use written language conventions to support communication.

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YOU MUST HAND THIS BOOKLET TO THE SUPERVISOR AT THE END OF THE EXAMINATION.

QUESTION ONE – YOUR ADVICE IS NEEDED!



You belong to an online support forum where young people write in to ask for advice.



Charlie

My two best friends have had an argument and aren't speaking to each other. I feel caught in the middle. What should I do?



Tia

I can't fall asleep at night until it's really late, then I have trouble getting up in the morning to be on time. Any advice on how I can sleep better?



Ali

We moved to a new town and I'm going to start a new school next week. I won't know anyone and feel really nervous. Any advice?

Write a respectful response to ONE of these people. This could include acknowledging the problem, giving some guidance, and finishing positively.

Plan your writing, and check and edit your writing so it is clear for your reader.

Write between 150 and 250 words.

You will be marked on:

- length: writing a minimum of 150 words
- ideas: providing information and details that are appropriate for your audience and purpose
- structure: organising your ideas clearly and appropriately, with a clear beginning, middle, and ending
- language choices: choosing words and sentences that are appropriate for your audience and purpose
- accuracy: using correct spelling, punctuation, and grammar.

Image (adapted): www.stock.adobe.com

PLANNING (Writing in this box will not be marked.)

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The assessment continues on the following page.

A graphic featuring the text "EVERYDAY HEROES" in large, bold, dark blue capital letters, with the tagline "Building a caring society together" in a smaller, italicized font below it. To the right is a colorful illustration of a diverse group of people in various professions, including a lifeguard, a chef, a construction worker, a teacher, a scientist, a nurse, and a person with a laptop, all standing together.

A hero is someone you admire and respect. Choose someone who you think deserves an Everyday Hero award. The person you choose could be someone from your family, community, or school.

Plan your writing, and check and edit your writing so it is clear for your reader.

You will be marked on:

- Image (adapted): www.vectorstock.com

QUESTION THREE

Select (✓) the correct answer to all parts of the question.

- (a) What punctuation should end the following sentence?

“How quickly can you finish your homework

☐ ”.

☐ ”.

☐ ?”

☐ “?”

- (b) Where should the apostrophe go in this sentence?

Some drivers ideas about road rules are very different.

☐ drivers’

☐ driver’s

☐ rule’s

☐ rules’

- (c) Which word is needed to complete this sentence?

The shop keeper said he would get a refund if the computer was not to his complete _____.

☐ satisfy

☐ satisfied

☐ satisfaction

☐ satisfactory

- (d) Which sentence is correct?

☐ Pari and Janey are competing to see who is the best goal shooter.

☐ Pari and Janey is competing to see who are the best goal shooter.

☐ Pari and Janey was competing to see who is the best goal shooter.

☐ Pari and Janey were competing to see who were the best goal shooter.

- (e) Which word completes the following sentence?

We need to work more quickly because _____ running out of time.

- ☐ wear
- ☐ we're
- ☐ were
- ☐ where

- (f) Which sentence is correct?

- ☐ Your so good at writing you're own songs.
- ☐ You're so good at writing you're own songs.
- ☐ You're so good at writing your own songs.
- ☐ Your so good at writing your own songs.

- (g) Which word completes the following sentence?

I did not go to work today _____ I was too ill to get up.

- ☐ so
- ☐ but
- ☐ because
- ☐ although

- (h) Which sentence is correct?

- ☐ While, they were washing the dishes, they practised singing the song for the concert.
- ☐ While they were washing, the dishes, they practised singing the song for the concert.
- ☐ While they were washing the dishes, they practised singing the song for the concert.
- ☐ While they were washing the dishes, they practised singing, the song for the concert.

- (i) Which word in the sentence is not needed?

The senior **supervisor** said that it was **entirely** essential that only **young** people could use the **new** playground.

- ☐ supervisor
- ☐ entirely
- ☐ young
- ☐ new

- (j) Where is the best place in the sentence for the following words?

, especially the visit to Mt Ruapehu,

- ☐ Everything, especially the visit to Mt Ruapehu, that happened on the trip meant that it was the best week of the whole year.
- ☐ Everything that happened on the trip, especially the visit to Mt Ruapehu, meant that it was the best week of the whole year.
- ☐ Everything that happened on the trip meant that it was the best week, especially the visit to Mt Ruapehu, of the whole year.
- ☐ Everything that happened on the trip meant that it was the best week of the whole year, especially the visit to Mt Ruapehu,.

Extra space if required.
Write the question number(s) if applicable.

QUESTION
NUMBER

Extra space if required.
Write the question number(s) if applicable.

QUESTION
NUMBER

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End of assessment.

To be completed by candidate

Name: _____

NSN

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SUPERVISOR'S USE ONLY

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32405 TERM 2



Mana Tohu Mātauranga o Aotearoa
New Zealand Qualifications Authority

Literacy 2024

32405 Write texts to communicate ideas and information

Credits: Five

WEEK ONE | 20–24 MAY 2024

OUTCOMES	
1	Write meaningful texts for different purposes and audiences.
2	Use written language conventions to support communication.

Enter your National Student Number (NSN) and School Code into the space above.

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QUESTION ONE

Write between 150 and 250 words.

Your local council will be developing a large, outdoor community space. The council has three options and would like community feedback.

Write an email to the council to suggest why ONE of these options would benefit your community:

EITHER a children's playground, *OR* a community garden, *OR* a skate park.

In your answer, you should:

- identify your chosen option
- describe what features you would like it to include
- explain why you think this option is a good choice for your community.

You will be marked on:

- length: writing a minimum of 150 words
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- structure: organising your ideas clearly and appropriately, with a clear beginning, middle, and ending
- language choices: choosing words and sentences that are appropriate for your audience and purpose
- accuracy: using correct spelling, punctuation, and grammar.

Glossary:

community garden – a garden where people in the community grow food to share.



Doing tricks at a skate park.



Produce from a community garden.



Slides at a children's playground.

Sources (images, adapted): playground, ouraukland.aucklandcouncil.govt.nz/news/2022/08/five-awesome-auckland-slides-to-check-out-now; community garden, www.thepost.co.nz/home-property/350085437; skate park, www.wellington.govt.nz/news-and-events/news-and-information/our-wellington/2022/04/destination-skate

PLANNING (Writing in this box will not be marked.)

QUESTION TWO

Write between 250 and 350 words.

Write an article for a community website on **ONE** of the following topics.

***EITHER* Topic A:**

School uniforms should be compulsory in schools. Do you agree? Disagree? Perhaps you can think of ideas for both sides?

Some possible ideas you could use include:



Easy to know what to wear/practical



Lack of personal expression/identity



School identity



Cost

***OR* Topic B:**

We all need to take more care of our natural environment. Do you agree? Disagree? Perhaps you can think of ideas for both sides?

Some possible ideas you could use include:



Limited resources



Too difficult



Health and well-being



Too costly

You will be marked on:

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- accuracy: using correct spelling, punctuation, and grammar.



School uniforms.



Natural environment.

Sources (images): school uniforms, stock.adobe.com/contributor/208841218/daria-nipot; natural environment, stock.adobe.com/contributor/207772870/sheryl

PLANNING (Writing in this box will not be marked.)

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The assessment continues on the following page.**

QUESTION THREE

Select (✓ or ○) the correct answer to all parts of the question.

- (a) Choose (✓) the correct option to follow this statement:

There are two important things to know before you start writing.

☐ What is the purpose? Who is the audience?

☐ What is the purpose, who is the audience?

☐ What is the purpose. Who is the audience?

☐ What is the purpose, who is the audience.

- (b) Circle (○) the correct option in each shaded box to complete this sentence:

Readers have their | they're own ideas, so you also need to think about what their | they're concerned about.

- (c) Circle (○) the correct option in each shaded box to complete this sentence:

Think about weather | whether what you are writing is appropriate for everyone | every one who is going to read the article.

- (d) Choose (✓) the correct option:

☐ You need to plan your writing, brainstorming your ideas is a good way to start, then your ideas will be more organised, before you begin to write.

☐ You need to plan your writing. Brainstorming your ideas is a good way to start, then your ideas will be more organised before you begin to write.

☐ You need to plan your writing. Brainstorming your ideas, is a good way to start, then your ideas will be more organised, before you begin to write.

☐ You need to plan your writing, brainstorming your ideas is a good way to start. Then your ideas will be more organised before you begin to write.

- (e) Circle (○) the correct option in each shaded box to complete this sentence:

As well as the ideas, **its | it's** important to remember that the language in the article must suit **its | it's** purpose.

- (f) Choose (✓) the correct option to complete this sentence:

Therefore, before you _____, think about the words you will be using.

- ☐ began
☐ begin
☐ begun
☐ beguns

- (g) Choose (✓) the correct option to complete this sentence:

Proof reading is important _____ you can correct any grammar, punctuation, or spelling mistakes that you have made.

- ☐ but
☐ although
☐ yet
☐ so

- (h) Choose (✓) the correct option:

- ☐ Once you have finished your writing and your response is ready to submit it is important to check that all your ideas are well supported with relevant details.
- ☐ Once you have finished your writing and your response is ready to submit. It is important to check that all your ideas are well supported with relevant details.
- ☐ Once you have finished your writing, and your response is ready to submit, it is important to check that all your ideas are well supported with relevant details.
- ☐ Once you have finished, your writing and your response, is ready to submit, it is important to check, that all your ideas are well supported, with relevant details.

Extra space if required.
Write the question number(s) if applicable.

QUESTION
NUMBER

Extra space if required.
Write the question number(s) if applicable.

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32405

