

Section A

Questions in this section were generally well answered. According to reports received from markers the following shortcomings were common:

- Candidates did not always address all aspects of the topic.
- Instructions were often ignored or misunderstood, e.g. choosing only one question per section, omitting the title of the essay, writing essays which were too short
- Candidates often lacked basic writing and planning skills, e.g. writing without using any paragraphs.

Section B

In this section candidates lost marks owing to their ignorance about correct format, e.g. the formal letter. Candidates also failed to comply with instructions concerning the content which should be covered in each response. Both these problems point to a lack of support for part-time candidates.

Section C

In this section, candidates struggled with certain questions in a manner which suggested a lack of knowledge or experience. Those who attempted Question 10, for example, did not know how to write minutes of a meeting.

Conclusion

On the whole the paper elicited some good writing. The topics provided candidates with the opportunity to write from their own life experience.