

Unit Title: Reading Grammar and Punctuation	
Level:	Entry Three
Credit Value:	1
GLH:	10
OCNLR Unit Code:	HD3/E3/LQ/006
Ofqual Unit Reference Number:	H/503/3155

*This unit has 2 learning outcomes*

LEARNING OUTCOMES	ASSESSMENT CRITERIA
<b>The learner will:</b>	<b>The learner can:</b>
1. Understand instructional texts.	1.1. Give examples of appropriate verbs in a simple, instructional passage. 1.2. Use an instructional text to carry out a common task or activity in a familiar context.
2. Know when to use punctuation and capitalisation.	2.1. Use punctuation so that meaning is clear. 2.2. Use capitalisation to aid understanding.

## Assessment

The grid below gives details of the assessment activities to be used with the unit attached. Please refer to the OCN London Assessment Definitions document for definitions of each activity and the expectations for assessment practice and evidence for verification.

**P = Prescribed** This assessment method *must* be used to assess all or part of the unit.

**O = Optional** This assessment method *could* be used to assess all or part of the unit.

Case Study		Project	O
Written question & answer/test/exam	O	Role play/simulation	
Essay		Practical demonstration	
Report		Group discussion	
Oral question and answer	O	Performance/exhibition	
Written description	O	Production of artefact	O