

QCF Qualifications in Languages

French

Level 2



For teaching from September 2012

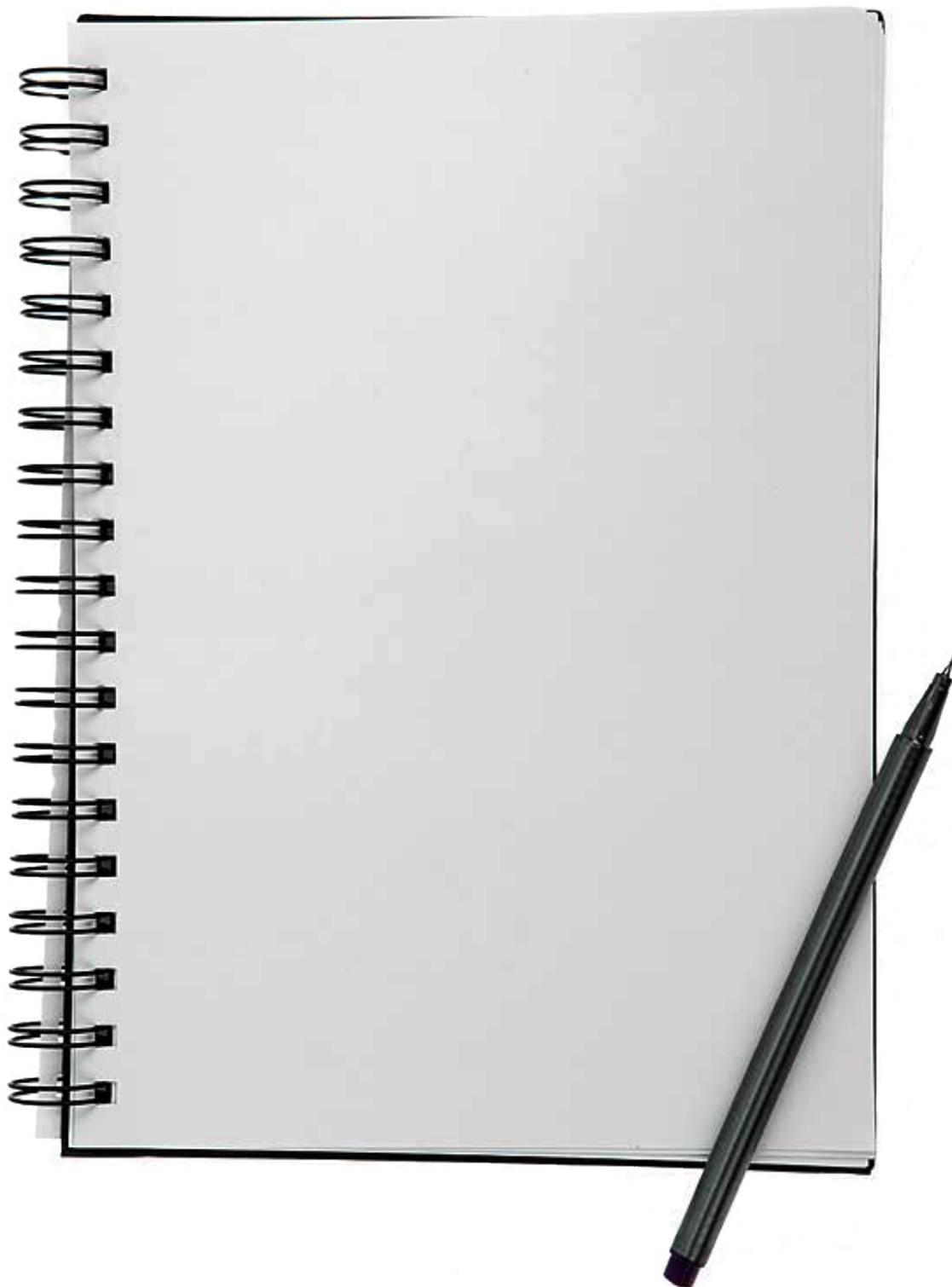
Task: Going Out with a Friend from Québec



CC- BY-SA 2007 Datch78

You are going out with a new friend from Québec, capital city of the region of Québec in Canada. You want to know more about each other.

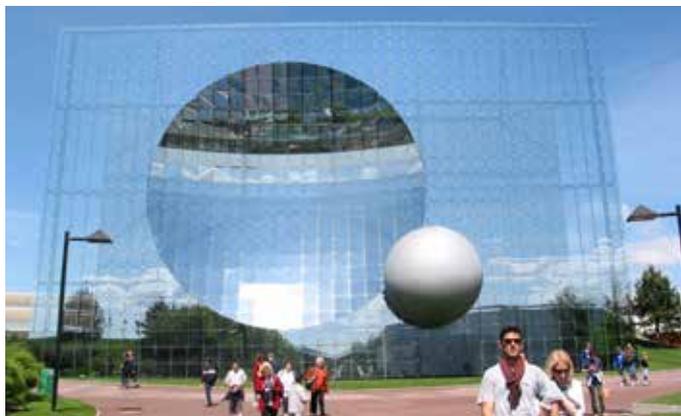
- Ask them questions to find out details about **any** of the following:
 - Their home town.
 - Their interests.
 - Their future plans.
 - Their holidays (past or future).
 - Their family and friends.
- Answer his / her questions giving details about yourself and aspects of your life.
- You may want to prepare a list of questions to ask prior to your meeting.
- Note down the information you receive on the note pad on the next page.



Candidate name Date of task

Assessor name Date assessed

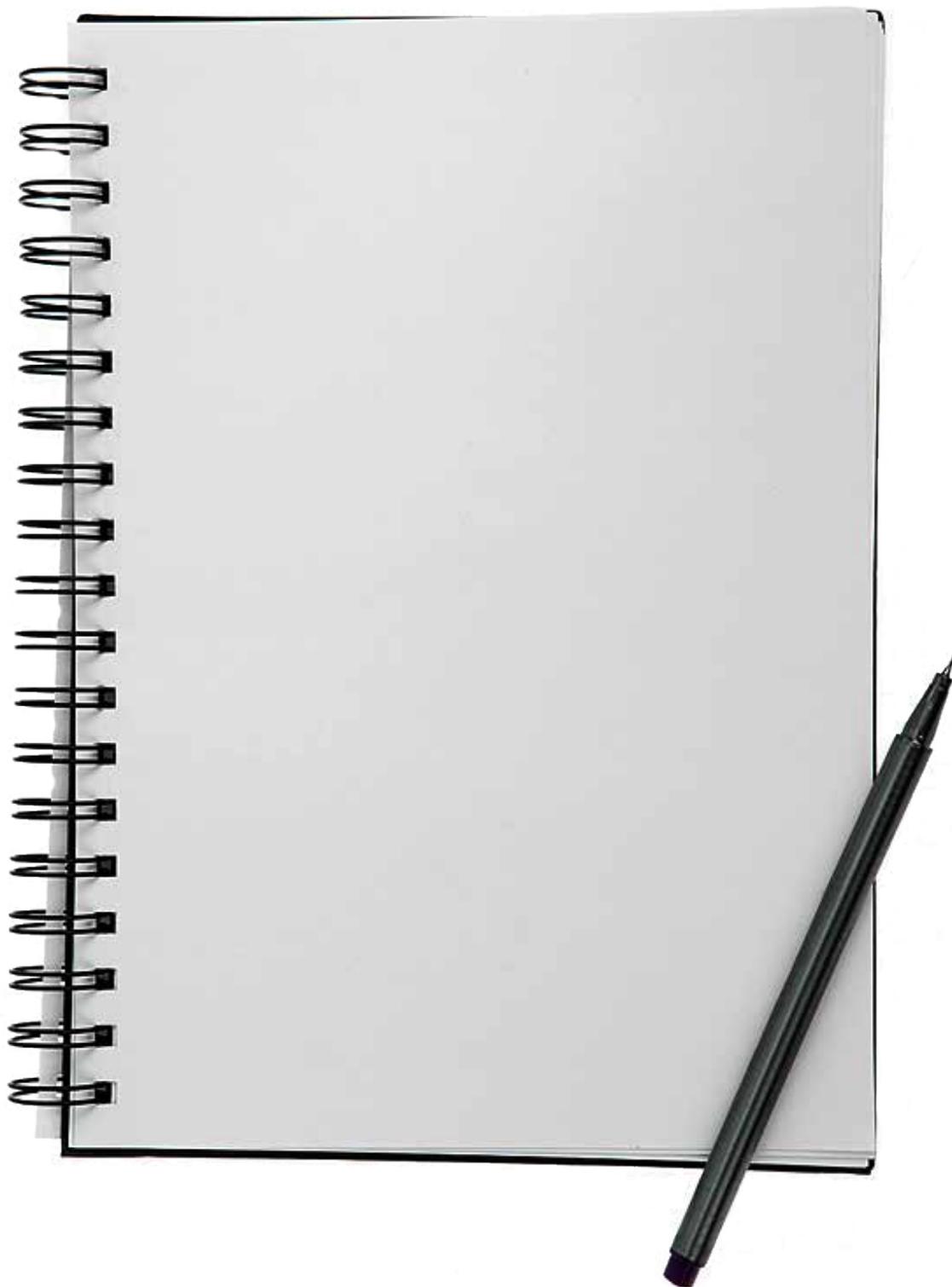
Task: Job Interview



CC- BY-SA 2003 Dodom01

You have applied for a job at a theme park in Poitiers, France.
Your application has been successful. You are now having an interview!

- Make sure you have some knowledge of the park before your interview (research online to find a suitable theme park and position).
- Introduce yourself appropriately.
- Answer the questions asked by the employer.
- You will be expected to give details about the following aspects:
 - Your qualifications.
 - Your experience.
 - Your personal qualities.
 - Your reasons for applying for the job.
- You will also have the opportunity to ask some questions.
- You can prepare one or two questions beforehand. Write them down on the note pad on the next page.



Candidate name Date of task

Assessor name Date assessed

Task: Writing an Email to a New Friend from Morocco



CC- BY-SA 2010 Eifelbuur

You have recently met a new friend on Facebook, who comes from Marrakech, in Morocco. You would like to know more about him / her.

Luckily, you have managed to get his / her email address.

- You are writing your first email to this new friend.
- You may want to give some information about yourself such as:
 - your interests.
 - your everyday life.
 - your area / country.
 - your family / friends.
 - your future plans (studies / work / holidays).
- Don't forget to ask a few questions as well!
- You can prepare your email before sending it.
- Write your final draft on the next page.

Write your email here in French:

The image shows a standard email composition window. On the left side, there is a 'Send' button with a paper plane icon. To the right of the 'Send' button are three input fields: 'To...', 'Cc...', and 'Subject:'. The 'To...' field is the top-most, followed by 'Cc...', and then 'Subject:'. Below these fields is a large, empty text area for writing the email body. On the right side of the text area, there is a vertical scrollbar with a small icon at the top and a downward arrow at the bottom.

Candidate name Date of task

Assessor name Date assessed

Task: Writing a Job Application Letter

Entreprise française des Moyens de Communication

Recherchons jeune personne sans expérience pour le poste de
dessinateur / dessinatrice de pages Web.
L'entreprise sera responsable de la formation de la personne sélectionnée.



La personne idéale serait:

- motivée
- intelligente
- indépendante
- ouverte
- compétente en informatique

Envoyer une lettre de motivation à la directrice des Ressources Humaines

You have seen the job advertisement above, for a trainee Junior Web Designer at a media company in Nice, France, and decide to apply:

- To apply for the position you have to write a letter of application **in French**, stating:
 - Your personal details.
 - Why you wish to apply.
 - Your personal attributes.
 - Your interests.
 - Future aspirations.
 - Any other information you feel is appropriate.
- Write your letter in the form of an email on the next page.

Write your email here in French:

The image shows a standard email composition window. On the left side, there is a 'Send' button with a paper plane icon. To the right of the 'Send' button are three input fields: 'To...', 'Cc...', and 'Subject:'. Below these fields is a large, empty text area for writing the email body. On the right side of the text area, there are small icons for text formatting (bold, italic, underline) and a scroll bar.

Candidate name **Date of task**

Assessor name **Date assessed**

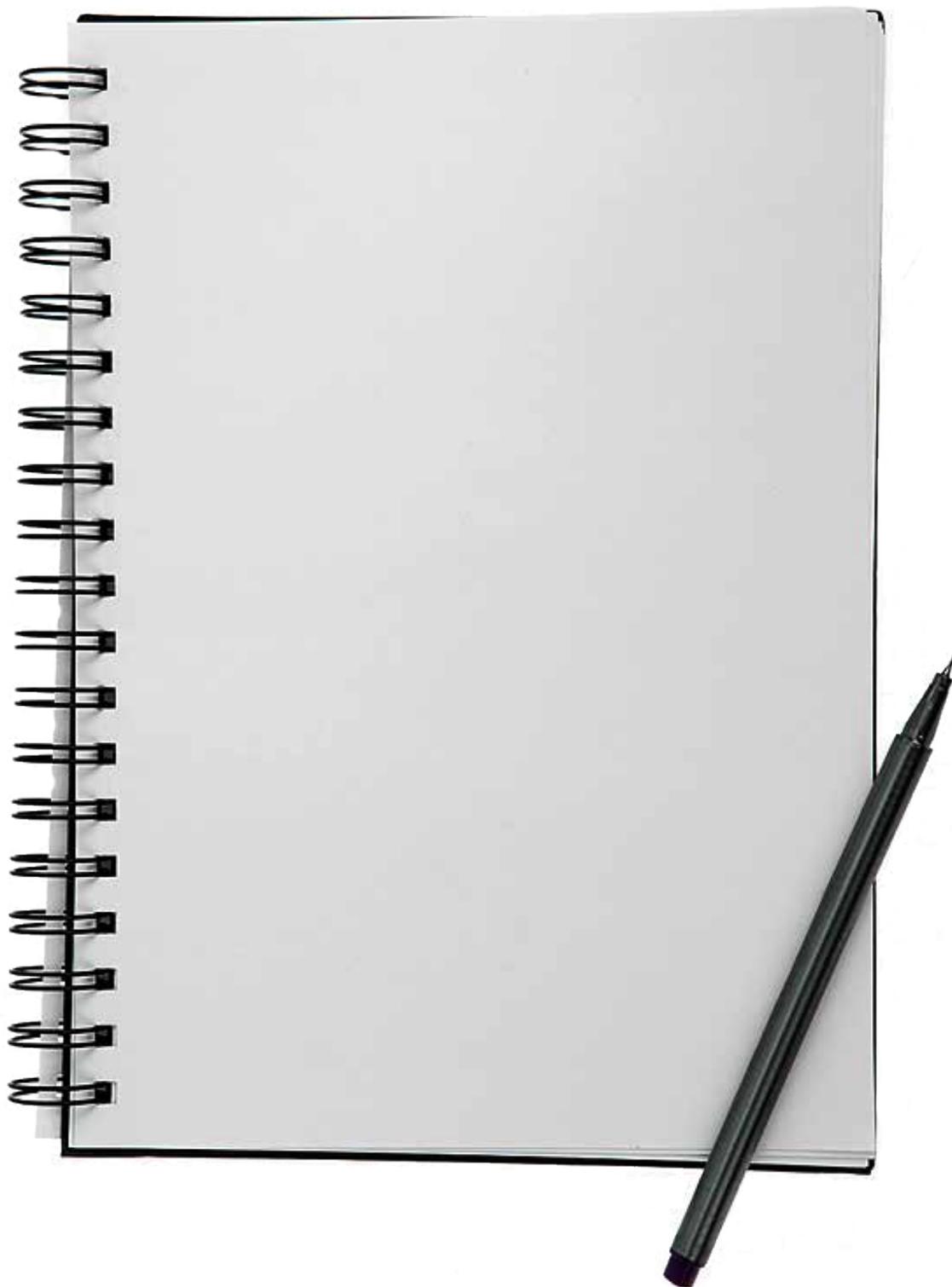
Task: Finding Business Contacts



You have been sent by your company to a reception held for a French business delegation hosted by the local Chamber of Commerce.

You wish to find out more about the French employees.

- Ask them their names and company positions.
- Ask the name of the company they work for and details of its location.
- Ask them for details of their office / company working hours.
- Enquire what staff facilities are available to them.
- Ask for a description of their products / services.
- Ask them about their future plans.
- Ask for any other information you require.
- You may use the note pad on the next page to prepare your phrases **in French**.
- You may also use the note pad to record your French colleagues' responses **in English**.



Candidate name Date of task

Assessor name Date assessed

Task: Applying for a Job



CC- BY-SA 2003 Dodom01

You are looking for a job in France to help develop your language skills and to increase your experience of working with the general public.

You see an advertisement for a job at a theme park.

You telephone the Head of Human Resources at the theme park.

- State your name and your age.
- Give details of your previous work experience.
- Mention your personal qualities.
- Explain why you want the job.
- Speak about some of your future aspirations.
- You may use the note pad on the next page to prepare your phrases **in French**.
- You may also use the note pad to record the Head's responses **in English**.



Candidate name Date of task

Assessor name Date assessed

Task: Employee Exchange



CC- BY-SA 2010 Martinp1



CC- BY-SA 2008 Denelson83

Your company has nominated you to be considered for an employee exchange with a similar company in Monaco. The scheme is organised through the Monte Carlo Chamber of Commerce. Research online to find a relevant company and position.

As part of the selection process you have been asked to write about yourself, **in French**, to support your application.

- Include your name and company position.
- State the name of your company and its location.
- Provide a description of the products / services you offer.
- Write about why you like your job / the company you work for.
- Give details of your future career aspirations.
- Provide any other information you feel may improve your chance of being accepted on the scheme.
- Write your message in the space provided on the next page.

Write your email here in French:

The image shows a standard email composition window. At the top left, there is a 'Send' button with a paper plane icon. To its right are three input fields: 'To...', 'Cc...', and 'Subject:'. Below these fields is a large, empty text area for writing the email body. On the right side of the text area, there are small icons for inserting attachments and a scroll bar.

Candidate name Date of task

Assessor name Date assessed

Task: Applying for a Job



CC- BY-SA 2003 Dodom01

You are looking for a job in France to help develop your language skills and to increase your experience of working with the general public. You see an advertisement for a job at a theme park. Following a telephone conversation with the Head of Human Resources at the theme park, you write an email to apply for the position.

- Include your personal details and mention some of your qualities.
- State details of your studies and qualifications.
- Give information regarding any past work experience.
- Include any other relevant information to support your application.
- Give details of your future career aspirations.
- Write your email in the space provided on the next page.

Write your email here in French:

The image shows a standard email composition window. At the top left, there is a 'Send' button with a paper plane icon. To its right are three input fields: 'To...', 'Cc...', and 'Subject:'. Below these fields is a large, empty text area for writing the email body. On the right side of the text area, there are small icons for inserting attachments and a scroll bar.

Candidate name Date of task

Assessor name Date assessed

Task: At the Theme Park

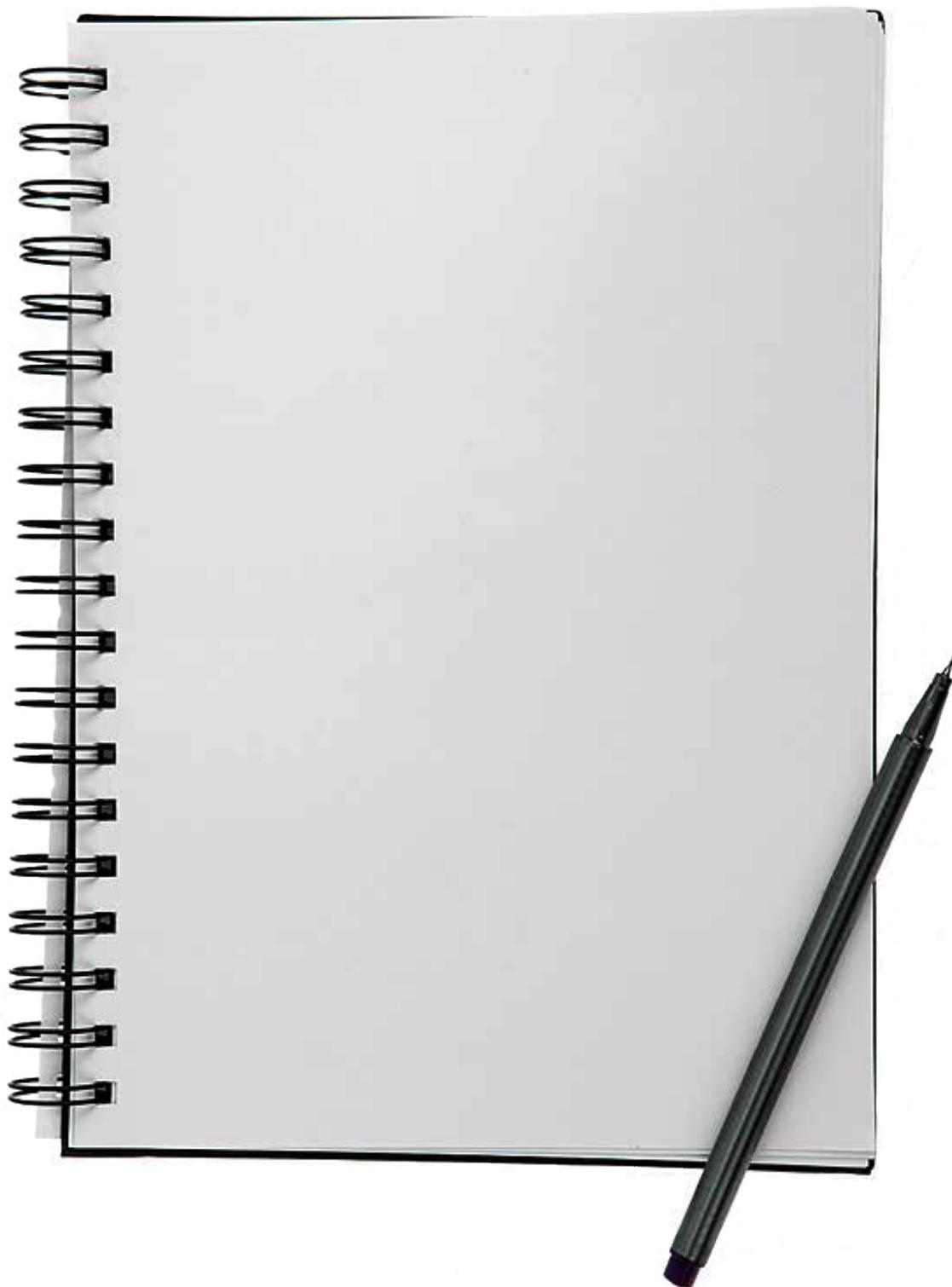


CC- BY-SA 2010 Luca Lorenzi

You are enjoying the day at a French theme park in Poitiers.

You are asked by a French visitor for some information.

- Research online to find information about a specific theme park and its attractions.
- Give information about the following:
 - The start time of a particular show / attraction.
 - How long the particular show / attraction lasts.
 - What you have enjoyed visiting.
 - Give them directions to a ride.
- Find out the following:
 - What is on in the evening for children?
 - Where they recommend for a meal.
 - Ask what attractions for children there are to visit locally.
- Write down the information you are given on the note pad on the next page.



Candidate name Date of task

Assessor name Date assessed

Task: At the Airport



You are a business class passenger at Charles de Gaulle Airport in Paris. You have just found out that your flight has been cancelled due to a strike. Go to the information desk and make some enquiries.

- Explain that your flight has been cancelled.
- Give details about:
 - Your flight (destination, departure time etc).
 - How many of you are travelling.
 - Your luggage (e.g. how many bags, hand luggage etc.).
- Find out the following:
 - If you are able to change flights.
 - When is the next flight to your destination?
 - Are you able to get a discount due to the inconvenience and where are you meant to wait for the next available flight?
- Use the note pad on the next page to record the information you are given at the help desk.
- You may research online should you need extra information about flights or the airport.



Candidate name Date of task

Assessor name Date assessed

Task: House Exchange

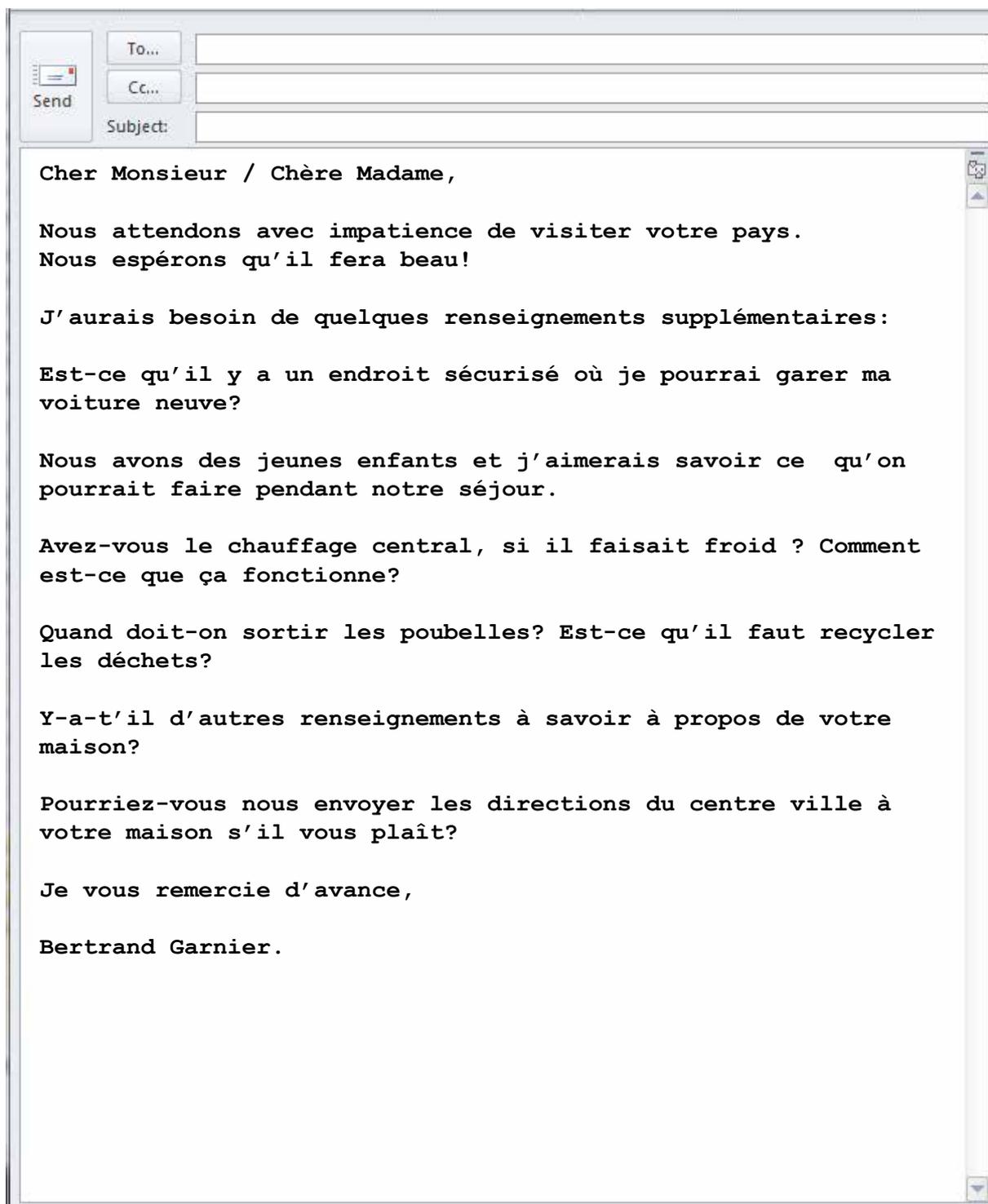


CC-BY-SA 2009 Herby

You and your parents have decided to exchange houses for a fortnight with a family living in St Malo, France.

- Read the email you have received from the father of the exchange family, found on the next page. Answer **any** questions and provide the relevant information.
- Give them directions to your house from a prominent landmark in your city / village (monument etc.).
- Tell them what attractions there are in your area.
- Tell them in detail how they must separate the recycling (e.g. which colour bins, what is recyclable) from rubbish and when and where to leave them for collection.
- Write your message in the blank email found on the following pages.

The email you have received from the exchange family:



The screenshot shows an email client interface. At the top, there are fields for 'To...', 'Cc...', and 'Subject:'. Below these is a 'Send' button. The main body of the email contains the following text:

Cher Monsieur / Chère Madame,

Nous attendons avec impatience de visiter votre pays.
Nous espérons qu'il fera beau!

J'aurais besoin de quelques renseignements supplémentaires:

Est-ce qu'il y a un endroit sécurisé où je pourrai garer ma voiture neuve?

Nous avons des jeunes enfants et j'aimerais savoir ce qu'on pourrait faire pendant notre séjour.

Avez-vous le chauffage central, si il faisait froid ? Comment est-ce que ça fonctionne?

Quand doit-on sortir les poubelles? Est-ce qu'il faut recycler les déchets?

Y-a-t'il d'autres renseignements à savoir à propos de votre maison?

Pourriez-vous nous envoyer les directions du centre ville à votre maison s'il vous plaît?

Je vous remercie d'avance,

Bertrand Garnier.

Write your email here in French:

The image shows a standard email composition window. At the top left, there is a 'Send' button with a paper plane icon. To its right are three input fields: 'To...', 'Cc...', and 'Subject:'. Below these fields is a large, empty text area for writing the email body. On the right side of the text area, there are small icons for inserting attachments and a scroll bar.

Candidate name Date of task

Assessor name Date assessed

Task: Working at a Zoo

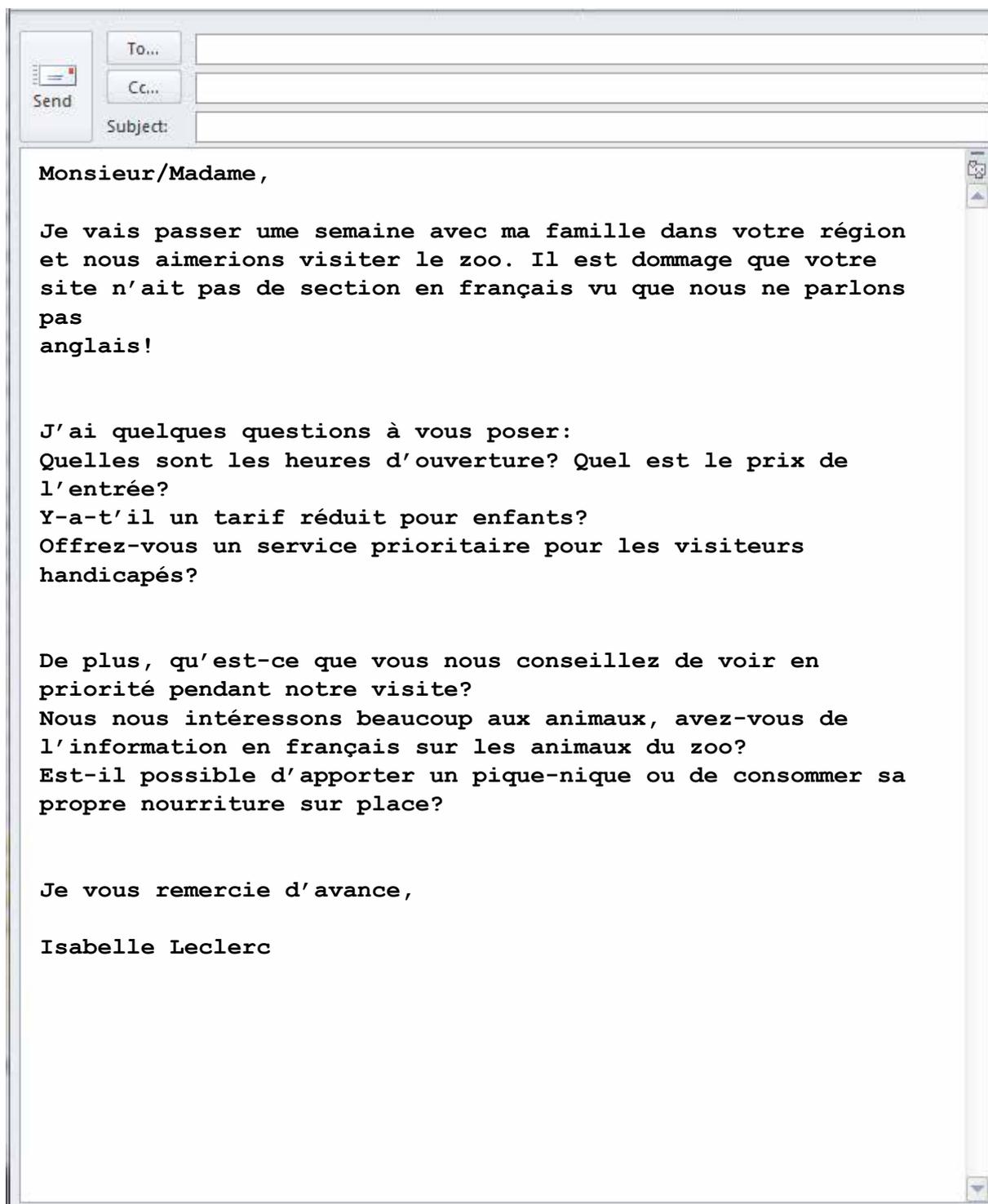


You are working at a zoo in the UK, the owner has received an email in French and knows that you speak the language. You are asked to respond to the comments made in the email and answer any questions raised.

Research online to find a zoo / wildlife park on which to base your response to the enquiries.

- Read the email on the next page.
- Thank the sender for their enquiries and answer any questions asked, or respond to any issues raised.
- Write your response in the blank email provided on the following pages.

The French email the zoo has received:



Send

To...

Cc...

Subject:

Monsieur/Madame ,

Je vais passer une semaine avec ma famille dans votre région et nous aimerions visiter le zoo. Il est dommage que votre site n'ait pas de section en français vu que nous ne parlons pas anglais!

J'ai quelques questions à vous poser:
Quelles sont les heures d'ouverture? Quel est le prix de l'entrée?
Y-a-t'il un tarif réduit pour enfants?
Offrez-vous un service prioritaire pour les visiteurs handicapés?

De plus, qu'est-ce que vous nous conseillez de voir en priorité pendant notre visite?
Nous nous intéressons beaucoup aux animaux, avez-vous de l'information en français sur les animaux du zoo?
Est-il possible d'apporter un pique-nique ou de consommer sa propre nourriture sur place?

Je vous remercie d'avance ,

Isabelle Leclerc

Write your email here in French:

The image shows a standard email composition window. At the top left, there is a 'Send' button with a paper plane icon. To its right are three input fields: 'To...', 'Cc...', and 'Subject:'. Below these fields is a large, empty text area for writing the email body. On the right side of the text area, there are small icons for inserting attachments and a scroll bar.

Candidate name Date of task

Assessor name Date assessed

Task: Organising a Leisure Visit

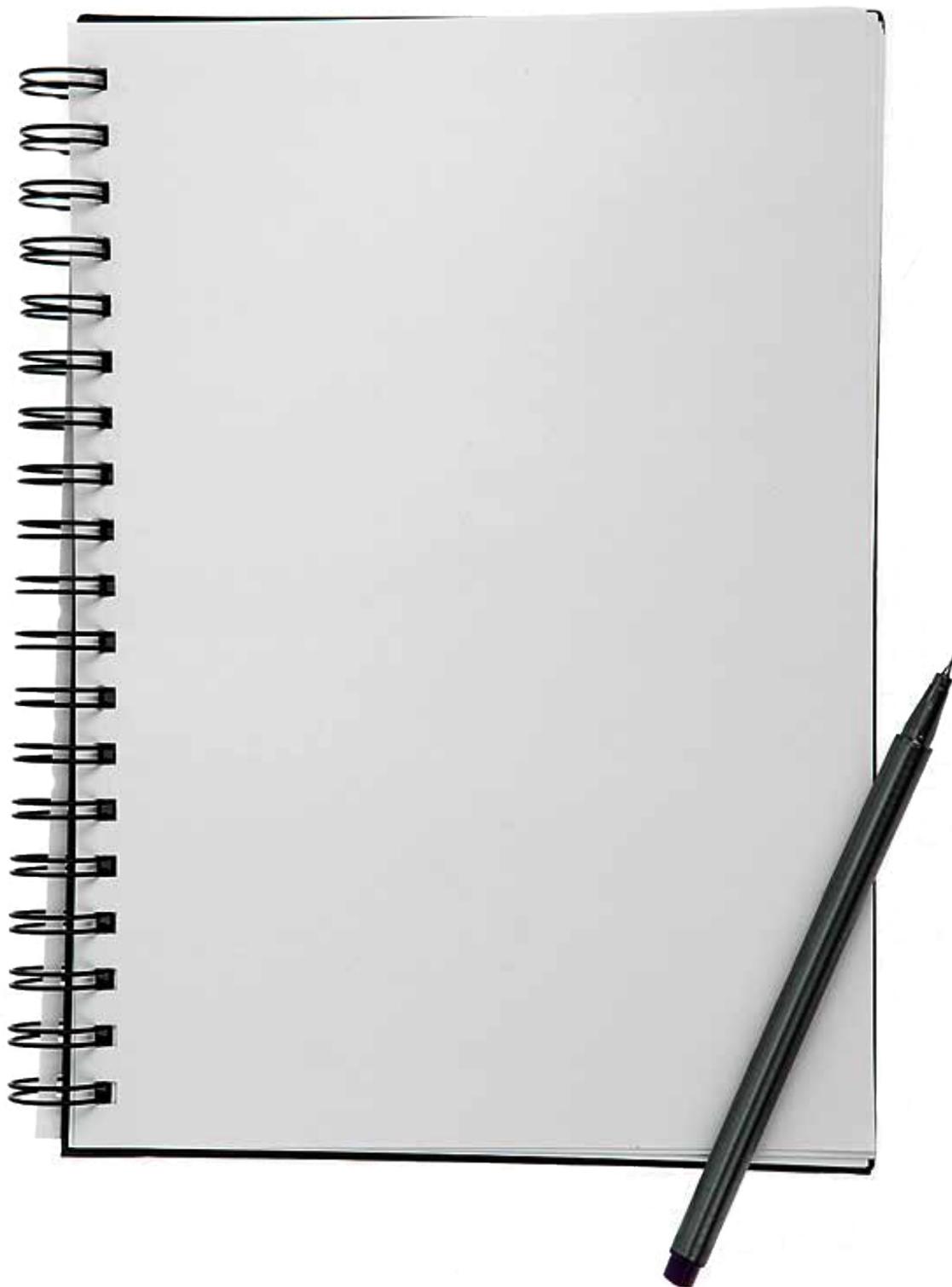


CC-BY-SA 2011 Trevor Rickard

The orchestra from your partner school, in Dijon, is coming to play in a gala concert at your school. As a member of your School Council you have been asked to organise a leisure visit during their stay.

You telephone the French teacher in charge to ask what the group would be interested in visiting.

- Tell the teacher what you are planning.
- Ask what type of things would be of interest to your visitors.
- Respond and comment appropriately to what the teacher says.
- Suggest visiting a couple of places popular with tourists in your region and say why.
- Give an outline of what you will organise if the teacher agrees.
- You may use the note pad on the next page to prepare your phrases **in French**.
- You may also use the note pad to record the French teacher's responses **in English**.



Candidate name Date of task

Assessor name Date assessed

Task: Planning a Business Trip for your Boss



CC- BY-SA 2005 Phil Scott

Your boss has a business meeting in Clermont Ferrand and they have decided to combine it with a fact finding tour to Lyon to follow up some business leads.

Your boss is tired of flying and wants to go by rail.

You telephone the travel service of the SNCF.

- Find out the following:
 - Ask about the frequency of trains.
 - Ask what business facilities are on the train.
 - Ask if your company can pay by credit card.
 - Ask them to recommend a good hotel in Lyon.
- You may use the note pad on the next page to prepare your phrases **in French**.
- You may also use the note pad to record the French Employee's responses **in English**.



Candidate name Date of task

Assessor name Date assessed

Task: Planning a Holiday with Friends



CC- BY-SA 2008 MartinPutz

You are going on holiday with a group of friends and as the French speaker you have been given the role of organiser. You have decided to visit St Tropez.

Research online to find relevant places of interest and select one in particular (e.g. museum, monument, art gallery, sports venue etc.).

After looking at the website you email the regional tourist office to find out further information on St Tropez and your particular chosen place of interest.

- Give the dates of your visit.
- Say what interests your friends. Ask for recommendations.
- Ask for some specific detail / information about your chosen place of interest (e.g. opening times, price of entry, exact location).
- Say what type of accommodation is required for the group and ask the prices.
- Ask if there are discounts for students.
- Give any other appropriate details.
- Write your email in the space provided on the next page.

Write your email here in French:

The image shows a standard email composition window. At the top left, there is a 'Send' button with a paper plane icon. To its right are three input fields: 'To...', 'Cc...', and 'Subject:'. Below these fields is a large, empty text area for writing the email body. On the right side of the text area, there are small icons for inserting attachments and a scroll bar.

Candidate name Date of task

Assessor name Date assessed

Task: Planning a Business Trip for your Boss



CC- BY-SA 2005 Phil Scott

Your boss and some colleagues have a business meeting in Lille and they have decided to combine it with a fact finding tour to Bordeaux to follow up some business leads.

Your boss is tired of flying and wants to go by rail.

Research a possible train route for your boss to take and note available trains, your boss wishes to take the fastest possible route.

You send an email to SNCF.

- Ask if it is possible to reserve first class seats together, with a table for the entire journey.
- Your boss and colleagues intend to work during the journey and have asked you to enquire about internet access.
- Do the catering facilities provide for people with different dietary requirements (vegetarian, gluten-free, nut allergies etc.)?
- Ask if they could send written confirmation of **all** of the above.
- Ask them to send your company an invoice for the cost of the tickets.
- Write your email in the space provided on the next page.

Write your email here in French:

The image shows a standard email composition window. At the top left, there is a 'Send' button with a paper plane icon. To its right are three input fields: 'To...', 'Cc...', and 'Subject:'. Below these fields is a large, empty text area for writing the email body. On the right side of the text area, there are small icons for inserting attachments and a scroll bar.

Candidate name Date of task

Assessor name Date assessed

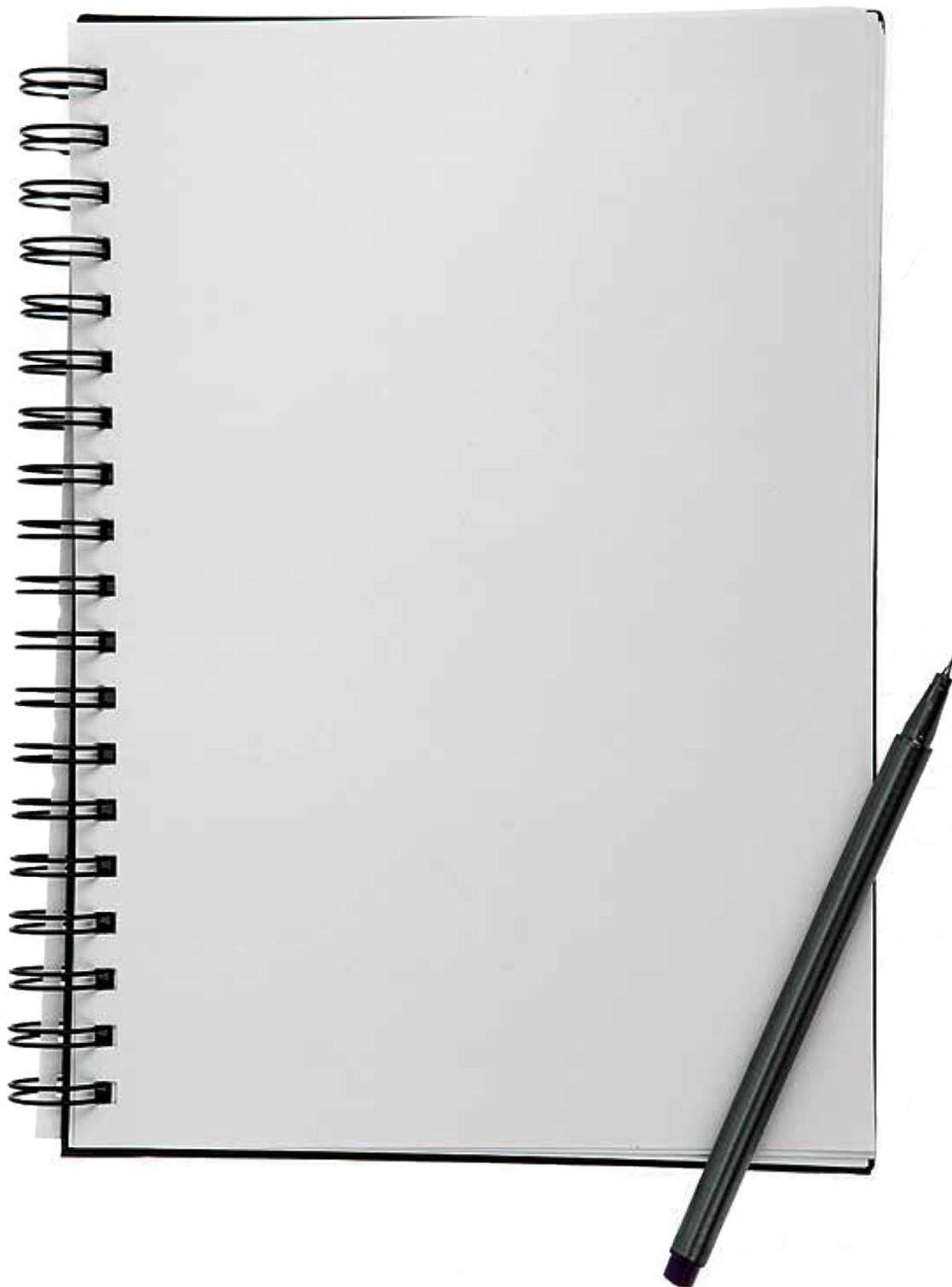
Task: At the Fast Food Restaurant



CC- BY-SA 2009 L. W. Yang

You are on a school / college football tour in Toulouse and are staying with a French student. You go for lunch with them to a fast food outlet and you place the order.

- Research online to find a suitable establishment and its related menu.
- Order some food and drink items for **2 people**.
- Give details about what size meals you want.
- Ask the price (write the price down on the note pad on the next page, so you can share the bill with your friend).
- Ask if there is a discount for students.
- Ask a question of your choice (write down the answer on the note pad on the next page).



Candidate name Date of task

Assessor name Date assessed

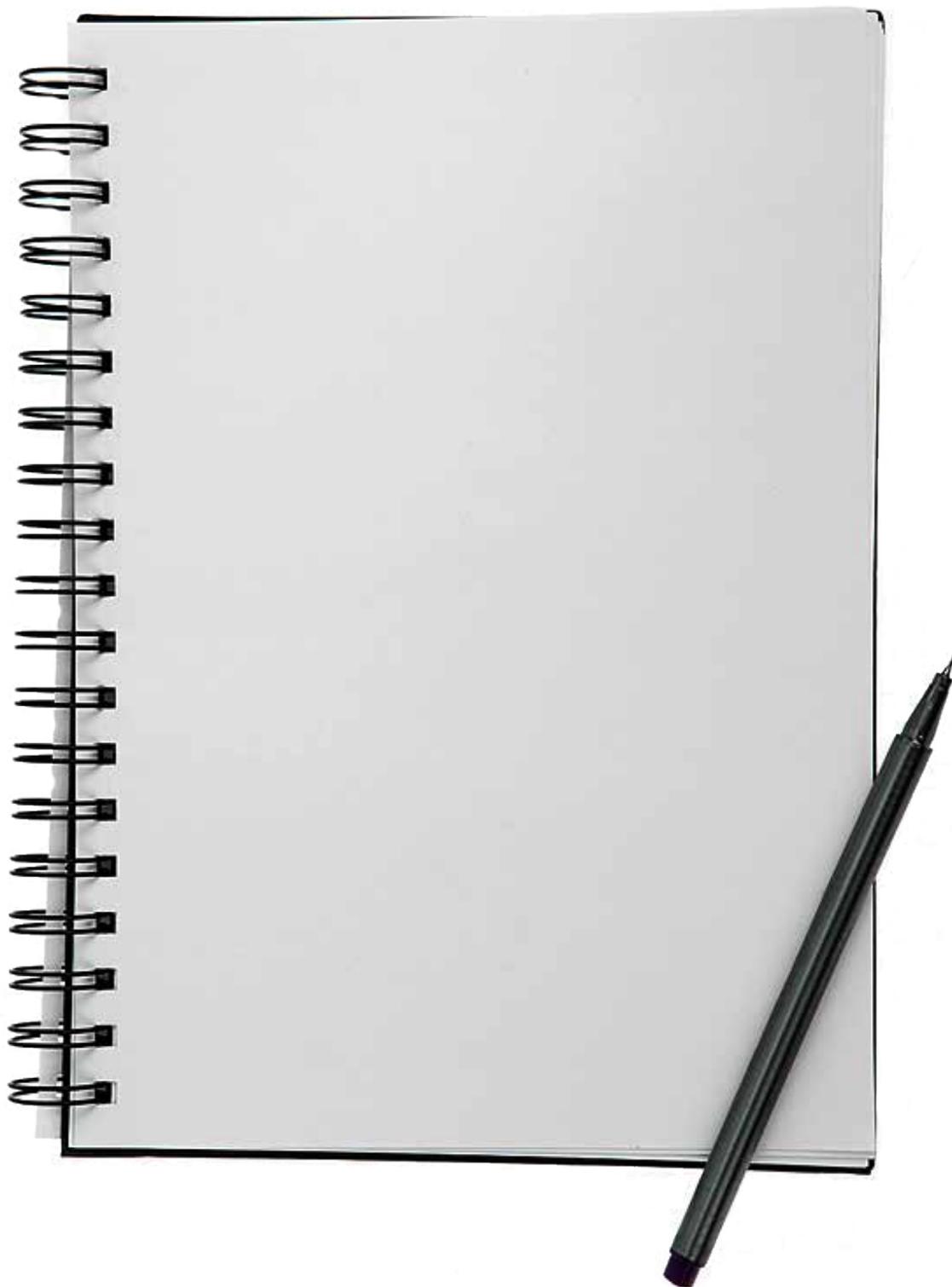
Task: At the Airport



CC- BY-SA 2008 Matthias93

You are at Paris Charles de Gaulle airport at the car hire desk.
You wish to book a car for your company.

- Research online to find a list of possible cars for hire.
- Say you would like to hire a car and how long for.
- Find out the following:
 - If the car is insured.
 - If there is breakdown cover.
 - What type of fuel the car runs on.
 - Say how you want to pay.
- Write down the answers to your questions on the note pad on the next page.



Candidate name Date of task

Assessor name Date assessed

Task: Describing a Birthday Celebration

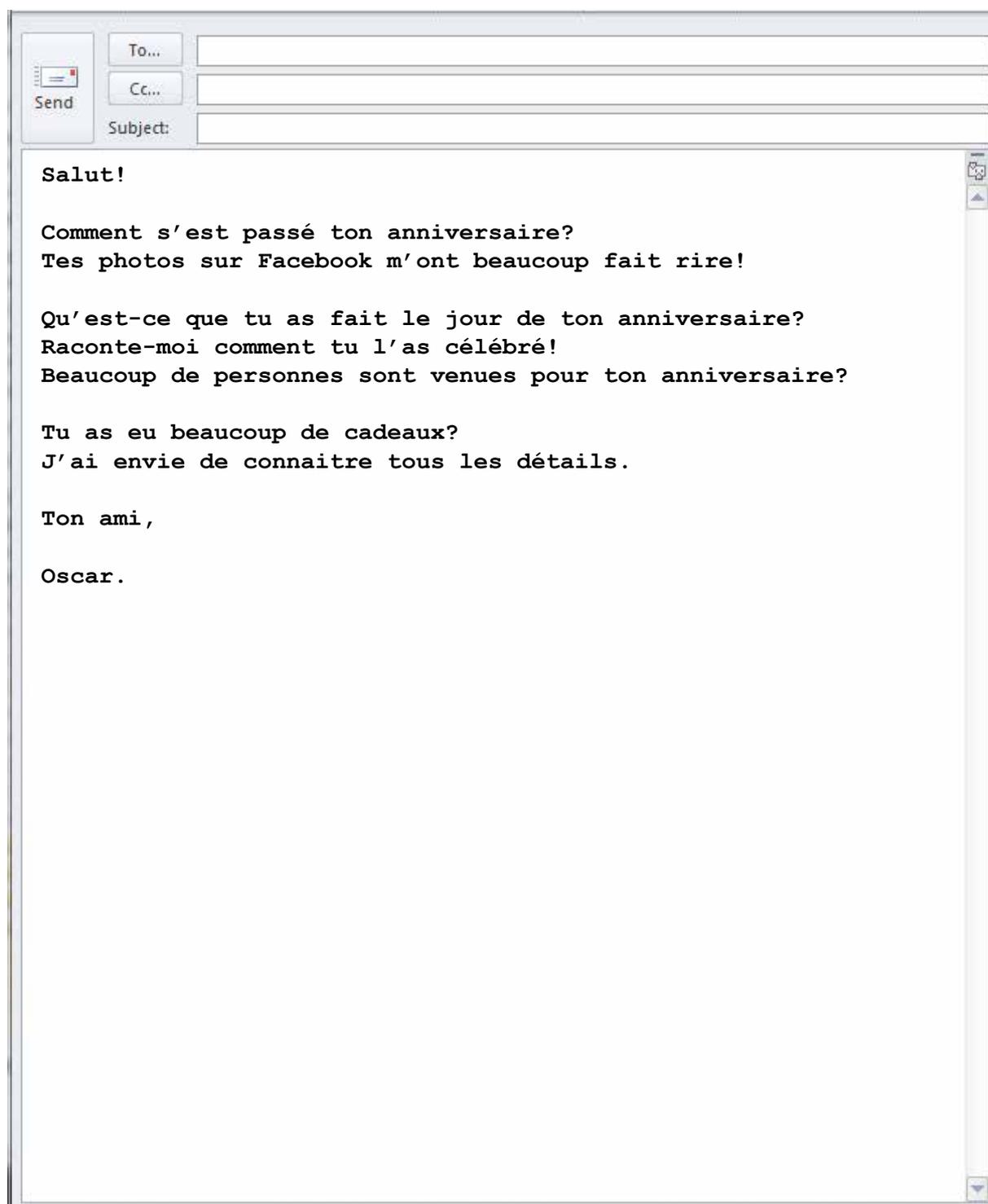


CC- BY-SA 2010 Ardfern

You have received an email from your French pen friend wishing you a happy birthday. You wish to reply to their message.

- Read the email on the next page and thank your friend for their message.
- Say that you have celebrated your birthday with your friends last weekend.
- Give details of how you celebrated your birthday (How many were you / where you went / what you did etc.).
- Describe the presents you received.
- Find out when your friend's birthday is and what they intend to do to celebrate.
- Set your email as a letter. Start and end appropriately.
- Write your response in the blank email provided on the following pages.

The email you've received from your French friend:



Salut!

Comment s'est passé ton anniversaire?
Tes photos sur Facebook m'ont beaucoup fait rire!

Qu'est-ce que tu as fait le jour de ton anniversaire?
Raconte-moi comment tu l'as célébré!
Beaucoup de personnes sont venues pour ton anniversaire?

Tu as eu beaucoup de cadeaux?
J'ai envie de connaître tous les détails.

Ton ami,

Oscar.

Write your email here in French:

The image shows a standard email composition window. At the top left, there is a 'Send' button with a paper plane icon. To its right are three input fields: 'To...', 'Cc...', and 'Subject:'. Below these fields is a large, empty text area for writing the email body. On the right side of the text area, there are small icons for inserting attachments and a scroll bar.

Candidate name Date of task

Assessor name Date assessed

Task: Socialising with New Colleagues on a Work Placement



You have been sent on a work placement at a partner company in Martinique, in the West Indies. You have received a message on a social media site from your French friend who wants to find out how you are getting on.

- Read the message on the next page and thank your friend for their message.
- Explain where you are exactly and when you arrived.
- Say that you have already visited the company.
- Say that you have met some colleagues.
- Explain that you will be going out with them during the weekend.
- Give details of what they have planned so that you can get to know each other. (e.g. going out for a meal, visiting the town, visiting the area by car, any sports activity, clubbing, etc.).
- Write your response, **in French**, in the reply box below your friend's message, found on the next page.

The message you've received from your French friend:

Guillaume_246



Salut!

Alors comment ça va à la Martinique? Je me demande comment tu t'adaptes à ta nouvelle vie!

Je pense que ça doit être très différent de chez toi!

Est ce que tu as fait un bon voyage? Tu as commencé à travailler? Comment sont tes nouveaux collègues?

Je vais devoir faire un stage en entreprise avant la fin de l'année.

Mais malheureusement, ce ne sera pas dans une île tropicale! Envoie-moi un message et raconte-moi ce que tu as déjà fait.

Tu as des projets pour le week-end? Moi j'ai l'intention d'aller au cinéma avec ma copine, et après on ira peut-être manger dans un petit restau!

Dimanche, je vais me reposer un peu et bien sûr réviser pour mes examens qui approchent!

A plus! Guillaume

Écris une réponse...

Candidate name Date of task

Assessor name Date assessed