

Take part in an interview for a job	Read bus and train timetables correctly
Follow a simple procedure in a manual e.g. first aid	Follow directions to dilute substances in proportion
Fill in an application form for a driving licence	Estimate distances using scales printed on a map
Obtain information from a telephone helpline	Understand price labels on pre-packed and weighed food
Read job adverts in a job centre	Check the receipt and money when paying for goods
Write a short e-mail to a friend	Use a map to find a location e.g. for an interview

Respond to a question and know when to ask for help	Understand measurement and sizes on labels
Follow simple instructions on a vending machine	Use simple measuring equipment e.g. weighing scales
Fill in a simple form when returning goods	Understand expiry dates and renewal dates e.g. on food labels or a road tax disc
Follow a one-step verbal instruction	Select the correct numbered button in a lift
Understand common signs in workplace e.g. toilets, no smoking	Count the correct number of drinks for visitors
Write own name and address on an official form	Key in a telephone number

Entry 1

Level 1

Entry 2

Level 2

Entry 3