

Task Title: Write an Invitation

# OALCF Cover Sheet – Practitioner Copy

**Learner Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date Started: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date Completed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

|  |  |  |
| --- | --- | --- |
| **Goal Path:** | Employment | Apprenticeship |
| Secondary School | Post Secondary | Independence |

**Successful Completion:**  Yes No

**Task Description:** The learner will create an invitation card for a surprise birthday party.

**Main Competency/Task Group/Level Indicator:**

* Communicate Ideas and Information/Interact with others/B1.1
* Communicate Ideas and Information/Write continuous text/B2.1
* Communicate Ideas and Information/Express oneself creatively/B4

**Materials Required:**

* Pen/pencil and paper folded into a card format

# Learner Information

We write cards to invite people to special events. Invitations tell people important details about an event.

Read the “Details for Your Party”.

**Details for Your Party**

You are hosting a surprise birthday party for one of your friends. Choose any friend. The party will be a week from this Saturday at 7:00 in the evening. It will be at your house. Add any other information you think is needed.

# Work Sheet

**Task 1: Tell your instructor four important pieces of information you should find on any invitation.**

Answer: No written response required here.

Task completed: Yes:

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Task 2: Using a folded piece of paper, create an invitation, including an outside cover and an inside message.**

Answer: No written response required here.

Task completed: Yes:

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

# Answers

Answers will vary. For task 2, the learner should have clearly written all information indicated in the question as well as any supplemental information.

# Performance Descriptors

| Levels | Performance Descriptors | Needs Work | Completes task with support from practitioner | Completes task independently |
| --- | --- | --- | --- | --- |
| B1.1 | conveys information on familiar topics |  |  |  |
|  | chooses appropriate language in exchanges with clearly defined purposes |  |  |  |
|  | participates in short, simple exchanges |  |  |  |
|  | speaks or signs clearly in a focused and organized way |  |  |  |
| B2.1 | writes simple texts to request, remind or inform |  |  |  |
|  | conveys simple ideas and factual information |  |  |  |
|  | demonstrates a limited understanding of sequence |  |  |  |
|  | uses sentence structure, upper and lower case and basic punctuation |  |  |  |
|  | uses highly familiar vocabulary |  |  |  |
| B4 | Express oneself creatively |  |  |  |

This task: Was successfully completed Needs to be tried again

Learner Comments:

Instructor (print): Learner (print):

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**