

Task Title: Write a Want Ad

# OALCF Cover Sheet – Practitioner Copy



**Learner Name:**

**Date Started (m/d/yyyy):**

**Date Completed (m/d/yyyy):**

**Successful Completion:**  Yes No

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

**Task Description:** Prepare a Want Ad for a local newspaper including the cost of the product for the ad and the cost of the ad.

**Competency:** A: Find and Use Information, B: Communicate Ideas and Information, C: Understand and Use Numbers

**Task Groups:** A1: Read continuous text, A2: Interpret documents, B2: Write continuous text, B3: Complete and create documents, C1: Manage Money

**Level Indicators:**

* A1.1: Read brief texts to locate specific details
* A2.1: Interpret very simple documents to locate specific details
* A2.2: Interpret simple documents to locate and connect information
* B2.2: Write texts to explain and describe information and ideas
* B3.2: Create simple documents to sort, display and organize information
* C1.2: Make low-level inferences to calculate costs and expenses that may include rates such as taxes and discounts
* D1: Perform simple digital tasks according to a set procedure

**Performance Descriptors:** See chart on last page

**Materials Required:** Dictionary**,** Computer or Pen and Paper

# Learner Instructions

# An image of a newspaper ad that reads: Golf Clubs - Calloway - Tailor Made - Mizuno (Titelist), Cobra sets, drivers, bags, balls, carts, putters, wedges, shoes. Great prices. 705-877-8105.

Many people place want ads in the classified section of the newspaper to reach a larger audience. They sell things like furniture, appliances or offer services to set extra income. The cost of the ad is usually based on the number of words and is approximately 0.25¢ per word. See the example ad:

Prepare a Want Ad for the local newspaper

**Task 1: Choose one of the following items below for your want ad.**

Selling your car

Selling your Bedroom Suite

Room to rent in your home

Willing to do odd jobs for a fee

An ad of your choice: 

**Task 2: Write down all the features of your choice and decide on three to include in the ad.**

Answer:



**Task 3:** **Calculate and include the prices of the product you are selling, or the charges for your services.**

Answer:



**Task 4:** **Develop the ad using 30 words or less. Want Ads are paid for by the word.**

Answer:



**Task 5: Edit the want ad for layout, sentence structure and spelling.**

Answer:



**Task 6:** **Calculate the cost of the ad using the information provided above.**

Answer:



**Task 7: Complete the final copy of the want ad.**

Answer:



# Performance Descriptors 1

| Levels | Performance Descriptors | Needs Work | Completes task with support from practitioner | Completes task independently |
| --- | --- | --- | --- | --- |
| A1.1 | Follows simple, straightforward instructional texts |  |  |  |
| A2.1 | Locates specific details in simple documents, such as labels and signs |  |  |  |
| A2.1 | Identifies how lists are organized (e.g. sequential, chronological, alphabetical) |  |  |  |
| A2.2 | Uses layout to locate information |  |  |  |
| A2.2 | Makes low-level inferences |  |  |  |
| B2.2 | Writes texts to explain and describe |  |  |  |
| B2.2 | Conveys intended meaning on familiar topics for a limited range of purposes and audiences |  |  |  |
| B2.2 | Begins to sequence writing with some attention to organizing principles (e.g. time, importance) |  |  |  |

# Performance Descriptors 2

| Levels | Performance Descriptors | Needs Work | Completes task with support from practitioner | Completes task independently |
| --- | --- | --- | --- | --- |
| B2.2 | Uses limited range of vocabulary and punctuation appropriate to the task |  |  |  |
| B2.2 | Begins to select words and tone appropriate to the task |  |  |  |
| B2.2 | Begins to organize writing to communicate effectively |  |  |  |
| B3.2b | Sorts entries into categories |  |  |  |
| B3.2b | Displays one or two categories of information organized according to content to be presented |  |  |  |
| B3.2b | Identifies parts of documents using titles, row and column headings and labels |  |  |  |
| C1.2 | Calculates using numbers expressed as whole numbers, fractions, decimals, percentages and integers |  |  |  |
| C1.2 | Calculates percentages |  |  |  |

# Performance Descriptors 3

| Levels | Performance Descriptors | Needs Work | Completes task with support from practitioner | Completes task independently |
| --- | --- | --- | --- | --- |
| C1.2 | Interprets and applies rates (e.g. $/kg, $/1) |  |  |  |
| C1.2 | Chooses and performs required operation(s); may make inferences to identify required operation(s) |  |  |  |
| C1.2 | Represents costs and rates using monetary symbols, decimals and percentages |  |  |  |
| C1.2 | Makes simple estimates |  |  |  |

This task: Was successfully completed Needs to be tried again

Learner Comments:

Instructor (print): Learner (print):

 