

**Text Production Level 1 – 06966, and Text Production
– Screen Reader Level 1 – 00004
Autumn 2010**

General:

Throughout the paper, the main cause of penalties was random typographical errors, particularly omitting 's' from the end of words, and omitting words.

Document 1:

Many candidates were unable to correct the circled word *Pilgrims'* and omitted the apostrophe instead of moving it. An initial capital was used for *sincerely* (Marking Criterion 4J) and *Manager* rendered as *Manger* (MC 1.2).

Document 2:

A few common errors, including using initial lowercase for *Chef* (MC 1.7), incorrectly spelling RESTAURANT in the main heading and keying *dessert* as *desert* (MC 1.1) and inconsistently rendering the times (MC 4L). A small number of candidates keyed in the deleted line *Soup of the day* incurring 4 faults (MC 2.1). *AT* was sometimes omitted from the heading (MC 2.1).

Document 3:

Crises/crises were often changed to *Crisis/crisis* (MC 1.1). The first two sentences of the document were sometimes joined together (MC 1.1), and the underscore under *own* was either omitted or faulty. In the final paragraph, *latter* was often keyed as *letter* (MC 1.1).