



Task Title: Write a Message in a Greeting Card

OALCF Cover Sheet – Learner Copy

Learner Name: _____

Date Started: _____

Date Completed: _____

Successful Completion: Yes ☐ No ☐

Goal Path: Employment ☐ Apprenticeship ☐

Secondary School ☐ Post Secondary ☐ Independence ☐

Task Description: The learner will write a message in a greeting card (B2.1) or dictate the message to the instructor (B1.1).

Main Competency/Task Group/Level Indicator:

- Communicate Ideas and Information/Interact with others/B1.1
- Communicate Ideas and Information/Write continuous text/B2.1

Materials Required:

- Pen/pencil and paper and/or digital device
- Various greeting cards for different occasions (optional)

Learner Information

People often write cards to wish someone happy birthday, congratulate them on an accomplishment, or to celebrate a special occasion.

Pick an occasion from the list below or choose another occasion for a card you would like to create.

- Happy Birthday
- Congratulating a success
- Get Well message
- Christmas or other holiday message
- Missing you
- Invitation
- Any other personal message

If your instructor has cards available, select one that matches the occasion you have chosen.

Work Sheet

Task 1: Write down the name of the person to whom you would like to write this card.

Answer:

Task 2: Write a message in the card, or write it here if you do not have a greeting card. Your message should be two or three sentences. You can also tell your instructor what you would like to say and ask them to write it for you.

Answer:
