

Task Title: Write a Message in a Greeting Card

# 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 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)

# Notes for Instructors/Practitioners

This task requires the learner to either dictate a message to you (B1.1) or write the message in a greeting card (B2.1). If you do not have a selection of greeting cards, you can ask the learner to dictate or write the text they would choose to put in a card.

# 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:

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

# Answers

Answers will vary.

# Performance Descriptors

| Levels | Performance Descriptors | Needs Work | Completes task with support from practitioner | Completes task independently |
| --- | --- | --- | --- | --- |
| B1.1 | shows an awareness of factors such as social, linguistic and cultural differences that affect interactions in brief exchanges with others |  |  |  |
|  | chooses appropriate language in exchanges with clearly defined purposes |  |  |  |
|  | participates in short, simple exchanges |  |  |  |
|  | gives short, straightforward instructions or directions |  |  |  |
|  | speaks or signs clearly in a focused and organized way |  |  |  |
|  | repeats or questions to confirm understanding |  |  |  |
| B2.1 | conveys simple ideas and factual information |  |  |  |
|  | uses sentence structure, upper and lower case and basic punctuation |  |  |  |
|  | uses highly familiar vocabulary |  |  |  |

This task: Was successfully completed Needs to be tried again

Learner Comments:

Instructor (print): Learner (print):

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