Task Title: Write an Invitation

Learner Name:
Date Started: **Date Completed:**
Successful Completion: Yes___   No___

Goal Path: Employment__   Apprenticeship___   Secondary School___   Post Secondary___   Independence ✓

Task Description:	
The learner will create an invitation card for a surprise party.	
Competency:	**Task Group(s):**
B. Communicate ideas and information	B1. Interact with others
	B2. Write continuous text

Level Indicators:

B1.1:   Participate in brief interactions to exchange information with one other person

B2.1:   Write brief texts to convey simple ideas and factual information

Performance Descriptors: see chart on last page

Materials Required:

- Pen
- Paper folded into a card format
- Prior discussions about what would be on an invitation

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Learner Instructions:

We write cards to invite people to special events. Invitations tell people important details about the event. In this activity you will complete an invitation card for a surprise birthday party.

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

Task 2   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.
- Write out detailed information on the invitation card.
- Add any other information you think is needed.

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	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			

This task: was successfully completed___   needs to be tried again___

Learner Comments

_____   _____

Instructor (print)   **Learner Signature**