

Task Title: Write a Notice to Advertise an Event

# 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 notice to advertise an event.

**Main Competency/Task Group/Level Indicator:**

* Communicate Ideas and Information/Write continuous text/B2.2

**Materials Required:**

* Pen/pencil and paper and/or digital device

# Learner Information

Workers may need to write a notice to advertise an event. Notices might be posted on a bulletin board or placed as an ad in a flyer or newspaper.

Look at the “Sample notice to advertise an event”.

**Sample Notice to Advertise an Event**

On Friday, January 8, Brenda’s Hair2There Salon will hold its annual Ladies Night. This event will take place from 7:00 to 9:00 pm. Every customer will receive a complimentary mini manicure. Yummy drinks and snacks, as well as door prizes, make this event a must. Come out for a night of fun and pampering!

# Work Sheet

**Task 1: Write a notice for the newspaper advertising an upcoming event at Frank’s Fishing.**

**You need to keep your advertisement under 60 words because the newspaper charges more if it is longer.**

**Include the following:**

* **Blow-out sale at Frank’s Fishing store**
* **Event will be outdoors, in the parking lot, rain or shine**
* **Everything 50% off**
* **Saturday, September 14**
* **2:00 to 6:00 pm**
* **Barbeque with free hot dogs**

Answer:

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

# Answers

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* **Event will be outdoors, in the parking lot, rain or shine**
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* **Saturday September 14**
* **2:00 to 6:00 pm**
* **Barbeque with free hot dogs**

Answers will vary. A sample answer is as follows:

Frank’s Fishing will hold a blow-out sale on Saturday, September 14 from 2:00 to 6:00 pm. Everything in the store will be 50% off! The sale will take place in the parking lot, rain or shine. There will be a barbeque with free hot dogs. Come out for a great day at Frank’s Fishing!

# Performance Descriptors

| Levels | Performance Descriptors | Needs Work | Completes task with support from practitioner | Completes task independently |
| --- | --- | --- | --- | --- |
| B2.2 | writes texts to explain and describe |  |  |  |
|  | conveys intended meaning on familiar topics for a limited range of purposes and audiences |  |  |  |
|  | begins to sequence writing with some attention to organizing principles (e.g. time, importance) |  |  |  |
|  | uses limited range of vocabulary and punctuation appropriate to the task |  |  |  |
|  | begins to select words and tone appropriate to the task |  |  |  |
|  | begins to organize writing to communicate effectively |  |  |  |

This task: Was successfully completed Needs to be tried again

Learner Comments:

Instructor (print): Learner (print):

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