



Language, Literacy and Numeracy (LLN) Assessment

Student Name	
USI	
Date	

General information – all prospective students

Plan Time Questions 1 – 6 are for prospective White Card students.
Plan Time Questions 7 – 14 are for prospective RSA/RCG and/or HLTAID001, 002, 003 students.
Plan Time Questions 7 – 14 and the State your Opinion tests are for prospective HLTAID004 students.

Instructions for prospective students.

You can attempt this Language, Literacy and Numeracy (LLN) assessment to help identify whether you need additional support to complete your chosen course, prior to enrolling into the course. Your assessor can assist you to complete this task. Call 02 43823055 for this assistance. Where we think it is appropriate, we may ask students to attempt this LLN assessment.

Where needed, we can offer basic support in areas of reading, writing, oral communication, learning and numeracy. Should the level of support be beyond to what we can deliver, we recommend that you contact your local TAFE for specialist courses and/or contact The Reading and Writing Hotline on 1300 6555 06 for other courses available near you.

Target core skills

This task covers ASCF:

- Reading, Oral communication and Numeracy at Level 1
- Reading and Oral communication at Level 2.

Content coverage

This is a comprehensive task that will enable the candidate to demonstrate a range of evidence for Reading, Writing and Oral communication. The task requires the interpretation of a timetable presented in a table format.

Instructions to assessor

This task requires the candidate to:

- read and interpret information on a timetable; it is important to check that the candidate understands how to read the timetable before completing the questions; offer appropriate support
- read and write answers, or listen to and verbally answer questions based on information provided in the timetable
- record information on a timetable given written information.

The text for this task is quite challenging, so it is important to provide significant support so that they can complete the task successfully.

LLN test – Plan Time (Source: www.precisionconsultancy.com.au/acs_framework)

Use the information on Freeda’s timetable to answer the questions that follow.

	Monday	Tuesday	Wednesday	Thursday	Friday	
8.00						
9.00	Work in Shed 3	Work in Potting shed at Smithdale	Staff meeting	Work in Shed 2	Work in Store	
10.00						
11.00						
12.00						
1.00				Work in East Hot-house	Lunch with Nicky	Software training in Room 117
2.00						
3.00		Work in Shed 2				
4.00				Work in Store		
5.00						
6.00						

1. What time does Freeda need to be at the Potting shed at Smithdale on Tuesday?

2. Where will Freeda work on Monday?

3. What day will Freeda work in Shed 2?

4. What time is lunch on Thursday?

5. What is Freeda doing on Friday afternoon from 1-3pm?

6. When is the staff meeting? How long will the meeting last?

Here are your activities for the week ahead. Note them on the timetable that follows. Your normal work day starts at 9am and finishes at 5pm.

7. Monday will be spent in Paddock 1 working with Charlie to plant seedlings.
8. On Tuesdays you will work in the Potting shed at Smithvale with Freeda, starting and finishing when she does.
9. On Thursday you will attend a six hour training seminar at Lingcome Training, from 8am. The day includes a one hour lunch from 12.30-1.30pm.
10. On Wednesday there is a 30 minute team meeting beginning at 09.00.
11. On Friday you have a 30 minute dental appointment at 10 o'clock. The dentist is about a 15 minute drive away.
12. You have a 30 minute meeting with your supervisor on Tuesday from 2.30pm.
13. A seedling company is coming to give a one hour presentation about new varieties of Brassica vegetables on Wednesday at 12.30pm. Your supervisor has asked that the whole team attend.
14. On Friday at 5.00pm, there's a leaving party for Nika. You plan to go for an hour and a half.

	Monday	Tuesday	Wednesday	Thursday	Friday
8.00					
9.00					
10.00					
11.00					
12.00					
1.00					
2.00					
3.00					
4.00					
5.00					
6.00					

ACSF mapping

Question	ACSF skill level indicator	Domains of Communication
1	1.04 1.09	Workplace and employment and/or Education and training
2-3	1.04	
4	1.04 1.09	
5-6	1.04 1.09	
7-14	2.04 2.05 2.10 2.06	

LLN Test – State your Opinion (Source: www.precisionconsultancy.com.au/acs_framework)

Instructions for students.

You can attempt this Language, Literacy and Numeracy (LLN) assessment to help identify whether you need additional support to complete your chosen course, prior to enrolling into the course.

The LLN Test – **State your opinion** is for prospective HLTAID004 students, in addition to questions 7 – 14 from the **Plan Time** LLN test.

Your assessor will assist you to complete this task. Call 02 43823055 for this assistance.

Where we think it is appropriate, we may ask students to attempt this LLN assessment.

Where needed, we can offer basic support in areas of reading, writing, oral communication, learning and numeracy. Should the level of support be beyond to what we can deliver, we recommend that you contact your local TAFE for specialist courses and/or contact The Reading and Writing Hotline on 1300 6555 06 for other courses available near you.

Target core skills

This task covers:

- Oral communication (Speaking) at Level 3 or 4 depending on the response.

Content coverage

This task is an open-ended writing or speaking task designed to assess a candidate's ability to communicate an opinion:

- using an appropriate structure and layout and including appropriate vocabulary, using appropriate structures and strategies in a spoken text.

Instructions to assessor

This task can be delivered as a speaking task. This task requires the candidate to:

- choose a topic from the list provided
 - respond to the topic in a spoken text that addresses audience and purpose, register, cohesion and structure, grammar, vocabulary, pronunciation and non-verbal communication
- Encourage the candidate to plan their spoken delivery and work from notes

This task is most appropriate for Levels 3 and 4. When preparing the candidate for the task it would be wise to give some parameters around complexity and length (e.g. minimum 3 minutes speaking).

LLN Test - State your opinion

Choose one of the following topics and deliver a talk with your assessor as the audience.

- Smoking should be banned outside workplaces as well as inside
- CEOs are overpaid
- Two weeks paternity leave should be a right for all male workers
- Women make better managers.

Prepare for your talk by making notes that you can refer to while you are speaking. Think about the audience, about how you are going to structure your talk and about the vocabulary that you will use. When you are giving your talk refer to your notes and think about your pronunciation, the appropriate flow of your speech and using appropriate gestures and stress to convey your meaning.

