

<i>900 exercises in vocational communication</i>	SUMMATIVE ASSESSMENT	Skill B2
		Eval.:

Surname:	First name:	Date:
Skill B:	Find out – collect information	Level: 2
Conditions:	Time allowed: 1hr 30mn	– Dictionary allowed

Operational aims	Codes	Success criteria	Evaluation	
			Learner	Teacher
Consult documents giving practical and vocational information.	B2-31	<u>Part 1</u> Have circled the exact spot on the map.		
Adopt a system of documentary questions appropriate to the situation and to the reference documents.	B2-12	<u>Part 2</u> Have asked at least 4 questions about the situation.		
Master the general principles of documentary organisation using classification tools (codes, catalogue references, files, dictionaries, phone books or Internet).	B2-11	<u>Part 3</u> Have given the two documents in the right order.		
Put documents together to inform or to explain.	B2-33	<u>Part 4</u> Have written where and when you can play volleyball for an adult and for each of the 2 clubs.		
Find the discrepancies between answers given in different documents on the same subject.	B2-32	<u>Part 5</u> Have selected the club that best satisfies the requirements.		
Organise a series of documents supplied in the wrong order (chronology, unity of meaning, etc.)	B2-22	<u>Part 6</u> Have indicated the 5 types of shops selling food and have noted down all the addresses.		
In a given set of documents, find links of opposition, similarity, inclusion and exclusion, and where they meet.	B2-21	<u>Part 7</u> Have indicated the right shop.		
Make up sets in a given document; combine documents according to several criteria.	B2-23	<u>Part 8</u> Have classified all the questions required in the right columns with the numbers 1, 2 and 3. Tolerance: one (and only one) element may be forgotten.		