

# 14.1 Reading: notes, signs and messages

Name: \_\_\_\_\_ Class: \_\_\_\_\_ Date: \_\_\_\_\_ **Total: 20 marks**

**KEY WORDS** scan

## Reading: notes, signs and messages

### Objective

Supported preparation: Read short texts with the three detective questions; Scan for numbers and capitals before reading every word. This is original classroom practice, not an official exam paper.

### 1 Key knowledge and worked examples

**Detective toolkit.** Three questions: Who wrote it? For whom? What must I do? Signs are rules in capitals (NO PARKING, MIND THE STEP, STAFF ONLY). Notes carry names, time-and-place, action. Scan for the bright stones: numbers and capital letters. The change-makers: not, at, before, after.

### 2 Practice

**2.1** Name the three detective questions. [3]

**2.2** What does STAFF ONLY want from you? [1]

**2.3** A note carries three things after the names. Name them. [3]

**2.4** What are the brightest stones when you scan? [2]

**2.5** The class is at 8 or before 8: which small words make these different days of your life? [2]

### 3 Exam-style questions

**3.1** (*Sign style.*) Match each sign to its job: MIND THE STEP; EXIT; SILENCE, EXAM IN PROGRESS. [3]

**3.2** (*Note style.*) Read: Lin: football starts at 4.15 today, not 5. Bring your blue shirt. Dad. Answer: the time, the change-maker, the action. [3]

**3.3** (*Scan style.*) Scan and answer with three facts only: Hi Mei, the class trip is on Saturday 14 May. The bus leaves at 8.30 from the school gate. Bring lunch and water. Ms Gao. Give the date, the time and place, and one item to bring. [3]

## Solutions

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**2.1** Who wrote it (1); for whom (1); what must I do (1).

**2.2** Use another door; this one is not for you (1).

**2.3** When (1); where (1); the action (1).

**2.4** Numbers (1); capital letters (1).

**2.5** at (1); before (1).

**3.1** MIND THE STEP: warning, watch your feet (1); EXIT: the way out (1); SILENCE, EXAM IN PROGRESS: keep quiet here (1).

**3.2** Time: 4.15 (1); change-maker: not 5 (1); action: bring the blue shirt (1).

**3.3** Date: Saturday 14 May (1); time and place: 8.30 from the school gate (1); one item: lunch or water (1).

Local review guidance: (R1) 3.1 reads one job per sign; 3.2 finds the not; 3.3 takes facts only, no full sentences needed. Authored guidance.