

Candidates must attempt **FOUR** questions, **ONE** from each of the **FOUR** sections.

EACH QUESTION IN PART TWO CARRIES **30** MARKS.

Section 1

Answer question 1 or 2

1. Read the article from the Farmers Journal and answer the questions that follow.

FARMERS JOURNAL 10TH APRIL 2004

In praise of Leaving Certificate Applied

By Kay Kevlihan

Nineteen-year-old Catriona Kennedy from Borrisoleigh completed the Leaving Certificate Applied (LCA) last summer. She is now continuing her studies with a Post Leaving Certificate (PLC) course in business administration with legal studies at Nenagh Vocational School and hopes to progress further with a higher diploma in administration.

Catriona is delighted she decided on the Leaving Certificate Applied option.

In this week's Journal, she urges young people to give LCA serious consideration as it opens a wide range of opportunities to progress to higher education through a unique Links Programme.

"I chose to study the LCA course in St. Mary's Secondary School, Nenagh, in preference to the Leaving Certificate because I knew it was less pressure for me and more fun. LCA is a new and unique way of studying and learning, completely different to the points system in the Leaving Certificate."

"It is student-friendly and provides students with an opportunity to demonstrate their communication skills and apply what they learn in class to projects and to work experience."

"The word 'Applied' is used because the programme is designed to allow students to apply the learning and experiences they gain to practical education tasks at school, in the workplace and in the wider community."

Work Experience

"The programme places particular emphasis on preparation for the world of work through work experience. This aspect of the programme provides a unique opportunity to sample different working environments and it helps determine a student's future career, possibly leading to a full-time position."

(a) What course is Catriona Kennedy now studying?

(2 marks)

Catriona is currently studying a PLC course in business administration and legal studies in Neagh Vocational School

(b) What, in Catriona's view, are the benefits of Work Experience?

(4 marks)

Catriona views work experience as beneficial as the student gets to sample different types of work placements. It helps steer them in the path of their future career. It allows students to develop their communication skills and develop and acquire other important workplace skills. It is more practical than the traditional leaving certificate as students get the opportunity to apply in the real world of work what they have learned in class. They can develop their communication skills, teamwork skills, creative skills, problem-solving skills, time-keeping skills, organisational skills, computer skills etc.

(c) Catriona states that the Leaving Certificate Applied 'provides students with an opportunity to show their communication skills and apply what they learn in class to projects and to work experience.'

Explain **two** ways in which your English and Communication course helped you in your Work Experience placement. (10 marks)

Module One- Communication and the working world really helped me as I learned all about telephone skills and good communication. This proved vital when I had to organise my own work placement. I appreciated the importance of good telephone skills and so I adopted a polite friendly manner. I also learned about the place of work and what employers are looking from employees. I am aware of the importance of being punctual, being organised, being hard-working, having the ability to work with others etc.

I also learned about the importance of interview skills and presentation. I also learned how to write a letter of application for a job. I also learned how to write up my CV and a covering letter.

- (d) Write a letter thanking any one of your employers for your Leaving Certificate Applied Work Experience placement. (14 marks)

Bailieborough Community School,
Virginia Road,
Bailieborough,
Co. Cavan.
May 2009
Super Valu,
Main Street,
Bailieborough,
Co. Cavan.
Dear Ms Sheridan,
I am writing in relation to my most enjoyable work experience in Super Value.
I would like to thank you sincerely for this wonderful opportunity. During my time
in Super Valu, I feel I have developed as person and gained lots of valuable skills that will
be of benefit to me in the future. I have become a more confident person as a result of working
on the tills and dealing with customers on a regular basis. I have become more organised as
a result of engaging in stock-taking and ordering. I have become more resourceful as a result
dealing with customer queries.
I thoroughly enjoyed this work placement so much so that I am currently thinking about
pursuing a career in Retail Managment. Yours sincerely, Ms Lorna Burke.