

# OCR

Oxford Cambridge and RSA

## AS Level English Language H070/02 Exploring contexts Sample Resource Booklet

### Date – Morning/Afternoon

Version 1.1

Time allowed: 1 hour 30 minutes



**You must have:**

- The Question Paper
- The OCR 12-page Answer Booklet



#### INSTRUCTIONS

- The materials in this **Resource Booklet** are for use with the questions in **Section B** of the Question Paper.

#### INFORMATION

- This document consists of **8** pages. Any blank pages are indicated.



The material in this **Resource Booklet** relates to the questions in the Question Paper.

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## Section A – Writing about a topical language issue




### Text A

**Text A** is a current page from a website called “My World of Work”, created by Skills Development Scotland. The website deals with a range of employment-related topics and this page provides advice for those starting new jobs.

#### Home > Starting a new job

#### Starting a new job

Rated ★★★★★

Share this?   

Your first week is the perfect time to find out as much as possible about your new job, so make sure you learn more than just where the kitchen is. ‘You don’t get a second chance to make a first impression,’ says Jane Wylie-Roberts, Managing Director of recruitment agency Stafffinders. Follow the checklist below to make sure yours is a good one.

#### • Contact us

#### Be prepared

Pack everything you might need for your first day – your job contract, bank details, tax code and a list of questions. ‘It’s always handy to have some questions prepared regarding your main areas of responsibility,’ says Carole Swan, Marketing Manager at Search Consultancy.

#### Don’t let your wardrobe upstage you

It’s important to dress smartly, but try to keep your outfit fairly low-key. ‘You want people to get to know you – the person – and not be distracted by what you’re wearing,’ says Careers Adviser Deborah Moran-Smith.



#### Calm your nerves

It’s natural to be a bit nervous, but you don’t want to be in such a fluster that you’re tripping over things and forgetting people’s names. ‘Give your confidence a boost by reminding yourself of the hurdles you’ve successfully jumped to land the job,’ says Carole. If you’re still nervous try using the same techniques you would for interview nerves.

#### Arrive on time

Arriving late is an obvious no-no, so remember to consider things like rush-hour traffic and parking. Workplaces can be huge and companies are often spread across several locations. Check with your employer if you’re not sure where you need to go and who will be greeting you.



#### Ask questions

Your first week is the ideal time to find out as much as possible about your new job and the company you’re working for. You might not want to be a pest, but the more questions you ask your manager and workmates now, the more capable you’ll be when it matters.

#### Figure out who’s who

Get to know as many people as possible and what they do. To help you remember everyone’s name, make a short note of who they are and their role.

**Gauge the social atmosphere**

When it comes to getting to know your new workmates, Carole suggests you take your cue from the atmosphere in the workplace. 'It's tempting to say "be yourself" but this needs to be within reason. If you're naturally loud and gregarious and your new office is deafeningly quiet then it's probably best to tone it down a little so your new colleagues aren't overwhelmed.' Also avoid making inappropriate jokes. The last thing you want to do on your first day is offend anyone.

**Find something to do**

Not sure what to do with yourself after you've been introduced to everybody? See this as valuable research time before you're given specific tasks. Learn everything you can about how your role fits in with the rest of the company and take notes on what you learn. Also, don't be afraid to take the initiative and ask for work.

**What next?**

**My Strengths** can help you to figure out what your strengths are and how they can help you in your new job.

**Section B – Exploring language in context****Text B**

**Text B** is an extract from an early edition of the Brownie Guide Handbook, aimed at girls of 7–10 years old. It was first published in 1968 and this edition was published in 1973. The extract explores a range of activities that Brownies may enjoy. This item has been removed due to third party copyright restrictions.

A Bramblebury, 'Brownie Guide Handbook', Girl Guides Association, 2nd edition, 1973.

The extract includes the following sections:

Caring for a Plant or Animal:

- Ideas for plants
- How to Grow a Bulb Indoors

At the Sports Centre:

- Ball Throwing
- Swimming

In the Handcraft Shop intro.

**For other examples of this type of question please see our past papers, available through our website and Interchange. Alternatively, see our ExamBuilder platform for the full list of relevant mock questions.**

## Summary of updates

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Date	Version	Change
November 2020	1.1	Updated copyright acknowledgements.

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