

Task-Based Activity: Fill in a warranty card

Laubach Connection: Laubach Way to Reading (LWR) Book 3, Lesson 9

OALCF Link

Relevant Goal Paths

Apprenticeship, Employment, Independence, Postsecondary, Secondary School Credit

Rationale: Learners on all the goal paths will need to complete simple information forms for a variety of different reasons.

Task-Based Activity Description: The learner will use an invoice to complete a simple form (warranty card).

Competency, Task Group and Level Indicators

(See Assessment page for performance descriptors)

B: Communicate Ideas and Information

B3: Complete and create documents

- B3.1a Make straightforward entries into very simple documents.

Materials Required

- Pen or pencil and eraser
- Question sheets

Overview

Activity Introduction

This task uses a warranty card for an appliance.

In lesson nine, Steve is saving his money to purchase a new television. Discuss with the learner if they have ever purchased a television or appliance before. Discuss the importance filling in the warranty that comes with the product to make sure you can get the product fixed or get your money back if there is a problem. Ask the learner if they have ever had any trouble filling in basic forms.

New words

Determine any new words that you think are being introduced in the activity and review those words with the learner.

Instructions

1. Have the learner fill in their name and the date.
2. Have the learner complete the pre self-assessment.
3. Have the learner complete the task-based activity.
4. After completing the activity have the learner complete the post self-assessment.
5. After the learner has completed the task-based activity complete the assessment section and review the results with the learner.

Extension activities

- Address an envelope to send the warranty in

Task-Based Activity: Fill in a warranty card

Learner Name: _____ Date: _____

Pre self-assessment

I need to improve my skills at filling in forms:

Yes

No

Activity

Electronics Plus 123 Commerce Way Anytown, AT X4R 6Y5 22/12/2013 32 inch LED Model 444-56 SN: 288613 \$249.99 <u>HST \$32.50</u> \$282.49 Have a nice day!

Steve Jones has purchased a new television. Use the information from the invoice to fill in the warranty card.

Electronics Plus

Customer Name _____

Address _____

Model _____

Serial NO. _____

Date of purchase ____/____/____

☐ TV

☐ Cell Phone

☐ DVD

Electronics Plus

☐ Computer

☐ Telephone

☐ Software

Post self-assessment

I think my skills have improved as a result of completing this activity.

Yes

No

Learner comments:

Assessment

Task-Based Activity: Fill in a warranty card

Learner Name: _____ Date: _____

Practitioner Name: _____

Performance Descriptors	Needs Work	Improving	Excellent
B3: <ul style="list-style-type: none">• makes a direct match between what is requested and what is entered• makes entries using familiar vocabulary			

The learner needs to work on the following:

This task was successfully completed

This task needs to be tried again

Practitioner Comments:

Learner Comments: