To be completed by candidate

NSN | | | | | | | | | |

School Code | | | | |

SUPERVISOR'S USE ONLY

32405 TERM 3

Draw a cross through the box (☒) if you have NOT written in this booklet ☐

+

NZQA | Mana Tohu Mātauranga o Aotearoa
New Zealand Qualifications Authority

Literacy 2026

32405 Write texts to communicate ideas and information

Credits: Five

WEEK TWO | 14–18 SEPTEMBER 2026

OUTCOMES	
1	Write meaningful texts for different purposes and audiences.
2	Use written language conventions to support communication.

Enter your National Student Number (NSN) and School Code into the space above.

You should attempt ALL the questions in this booklet.

If you need more room for any answer, use the extra space provided at the back of this booklet.

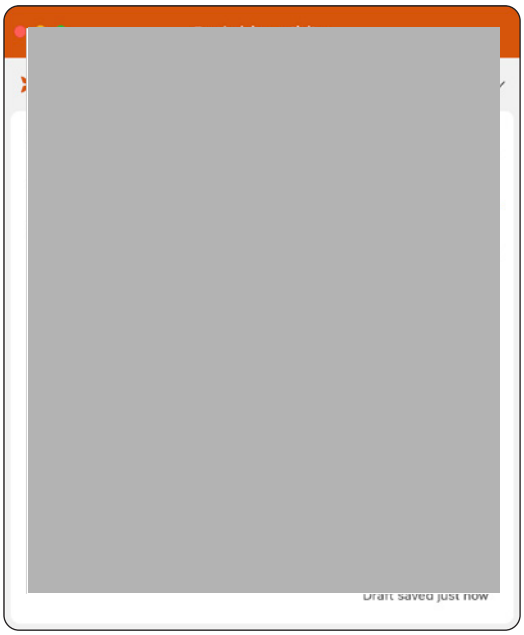
Check that this booklet has pages 2–15 in the correct order and that none of these pages is blank.

Do not write in the margins (////). This area will be cut off when the booklet is marked.

YOU MUST HAND THIS BOOKLET TO THE SUPERVISOR AT THE END OF THE EXAMINATION.

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QUESTION ONE: Email



Write between 150 and 250 words.

Your group or team needs to organise a fundraising activity for an upcoming trip.

Write an email to the team manager to explain what fundraising activity you recommend and why.

Possible fundraising ideas you could consider:

- sausage sizzle
- car wash
- hāngī
- bake sale
- sponsored fun run.

In your answer, you should:

- introduce yourself briefly
- describe what fundraising activity you are recommending
- explain why you should do this fundraising activity.

You will be marked on:

- length: writing a minimum of 150 words
- ideas: providing information and details that are appropriate for your audience and purpose
- structure: organising your ideas clearly and appropriately, with a clear beginning, middle, and ending
- language choices: choosing words and sentences that are appropriate for your audience and purpose
- accuracy: using correct spelling, punctuation, and grammar.

PLANNING (OPTIONAL)
Writing in this box will not be marked.

Begin your answer here:

QUESTION TWO: Article

Write between 250 and 350 words.

Write an article for a community or school website on ONE of the following topics.

***EITHER*: Topic A**
What are three pieces of advice you would give to a student starting at a new school?
Explain why your advice is important.

Some possible ideas you could use include:

- join activities
- visit before you start
- find a buddy
- have a positive attitude.



Starting a new school

***OR*: Topic B**
Public speaking is an important skill for teenagers.
Do you agree? Disagree? Perhaps you can think of ideas for both sides?

Some possible ideas you could use include:

- building confidence
- fear
- anxiety
- usefulness in future careers
- opportunities to practise.



Speaking in front of the class

You will be marked on:

- length: writing a minimum of 250 words
- ideas: providing information and details that are appropriate for your audience and purpose
- structure: organising your ideas clearly and appropriately, with a clear beginning, middle, and ending
- language choices: choosing words and sentences that are appropriate for your audience and purpose
- accuracy: using correct spelling, punctuation, and grammar.

PLANNING (OPTIONAL)
Writing in this box will not be marked.

Begin your answer here:

This page has been deliberately left blank.
The assessment continues on the following page.

QUESTION THREE

Select (◯ or ✔) the correct answer to each part of the question.

(a) Choose (◯) the best option in the shaded box to complete this sentence.

The horses' stables is | are | am fun to clean.

(b) Choose (◯) the best option in the shaded box to complete this sentence.

I'm glad it's my turn to decide | decision | decisive what we name our next pet.

(c) Select (✔) the answer that uses the correct punctuation.

- ☐ i want to volunteer at sunnidale farm i enjoy working with animals.
- ☐ I want to volunteer at sunnidale farm. I enjoy working with animals.
- ☐ I want to volunteer at Sunnidale Farm i enjoy working with animals.
- ☐ I want to volunteer at Sunnidale Farm. I enjoy working with animals.

(d) Choose (◯) the best option in the shaded box to complete this sentence.

It's my job to walk the dogs. Luckily, it | them | they enjoy walking!

(e) Choose (◯) the best option in the shaded box to complete this sentence.

My rabbit loves to receive | recieve | reiceve treats.

(f) Select (✔) the answer that uses the correct punctuation.

- ☐ We have lots of chickens. And their eggs are delicious if we don't eat all the eggs. We give the rest of them to our neighbours.
- ☐ We have lots of chickens and their eggs are delicious if we don't eat all the eggs, we give the rest of them to our neighbours.
- ☐ We have lots of chickens, and their eggs are delicious. If we don't eat all the eggs, we give the rest of them to our neighbours.
- ☐ We have lots of chickens, and their eggs are delicious. if we don't eat, all the eggs we give the rest of them to our neighbours.

(g) Choose (◯) the best option in the shaded box to complete this sentence.

My family are getting | got | get a cat last year.

(h) Select (✔) the answer that uses the correct punctuation.

- ☐ That horse is fast. Can you ride a horse?
- ☐ That horse is fast? Can you ride a horse?
- ☐ That horse is fast? Can you ride a horse.
- ☐ That horse is fast. Can you ride a horse.

Extra space if required.
Write the question number(s) if applicable.

QUESTION NUMBER

Acknowledgements
Material from the following sources has been adapted for use in this assessment:

Question One
Microsoft Office email [screenshot]

Question Two
New student: stock.adobe.com/281424230; public speaking: stock.adobe.com/1973852184