



Buying and Selling Used Items Online

A CLB 4/5 Module with Online & Paper Assessment Tasks



This module includes:

- ✓ Module plan
- ✓ Warm-up Activity
- ✓ List of resources
- ✓ Vocabulary list
- ✓ Ideas for skill-using activities
- ✓ CLB 4 and CLB 5 Assessment Tasks
- ✓ Links to CLB 4 and CLB 5 Online Assessment Tasks (Google Forms)

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TIES appreciates any feedback on these modules to guide future development. If you test this module in your class, please consider filling out this brief survey.

	Listening (CLB 4/5)	Speaking (CLB 4/5)	Reading (CLB 4/5)	Writing (CLB 4/5)
Real-World Task Goal (s)	Understanding a dialogue between a buyer and seller of a used item	Speaking with a seller and a buyer about a used item	Understanding online ads for used items	Writing ads to sell used items online
Context/Background Information	Students should know about online platforms for selling used items (Kijiji, Facebook Marketplace, etc.), how to create accounts, and how to navigate them. It would also be useful for them to learn about safety considerations when buying/selling online, as well as avoiding scams.			
CLB Competency Areas and Features	<p>Getting Things Done</p> <p>CLB 4: Understand short communication intended to influence or persuade others in familiar, everyday situations.</p> <ul style="list-style-type: none"> Dialogues are up to about 8 turns <p>CLB 5: Understand and get some details in moderately complex communication intended to influence or persuade.</p>	<p>Getting Things Done</p> <p>CLB 4: Make a respond to a range of requests and offers (such as accepting or rejecting goods or services).</p> <p>CLB 5: Give and respond to informal requests</p>	<p>Getting Things Done</p> <p>CLB 4: Get information from short business or service texts.</p> <p>CLB 5: Get information from short to moderately complex business or service texts</p>	<p>Getting Things Done</p> <p>CLB 4: Complete simple forms and write simple business or service messages.</p> <p>CLB 5: Complete forms requiring detailed personal information and write short business or service correspondence for routine personal needs</p>
Language Focus	<p>Pragmatics: making polite requests, negotiating in a diplomatic/non-aggressive way</p> <p>Grammar: Using modals for requests, question forms, simple present passive voice (to describe items: e.g. It is broken. The leg is scratched.)</p>			

	Listening (CLB 4/5)	Speaking (CLB 4/5)	Reading (CLB 4/5)	Writing (CLB 4/5)
	Vocabulary: vocabulary for registering for and using an online marketplace, making polite requests, expressions of buying/selling/negotiating			
Language and Learning Strategies	<p>Recognition of vocabulary and expressions for requests and negotiation</p> <p>Recognition of question forms</p> <p>Ability to infer some unstated information (CLB 5)</p>	<p>Strategies for asking for repetition or clarification</p> <p>Strategies for confirming understanding</p> <p>Techniques for memorizing useful expression for buying/selling</p>	<p>Strategies for skimming and scanning to locate information</p>	<p>Using resources such as dictionaries to check meaning and spelling of words</p> <p>Techniques for proofreading writing</p>
Assessment Task	<p>Listening to a dialogue between a buyer and seller and answering comprehension questions</p>	<p>Participating in a role play as a “seller” and a “buyer” of used items</p>	<p>Reading online ads for used items and answering questions</p>	<p>Writing an ad to sell a used item online</p>

Instructor Resources

1. Resources on the general theme of shopping:

- AllThingsTopics (includes discussion questions, Find Someone Who, board game, word bank, vocabulary): <https://www.allthingstopics.com/shopping.html>
- Shopping Conversation Questions (some activities on this page require membership, but others are free): <https://www.teach-this.com/functional-activities-worksheets/shopping>

2. Toronto Catholic District School Board. *LINC 5-7 Classroom Activities*. Chapter 3: Interacting with Others.

- Customer Relations #7: Enquiring about Used Products: https://www.settlementatwork.org/lincdocs/linc5-7/03-interact.w.others/pdfs/ch3_LINC5_custmr_rel.pdf
- Accompanying eActivities: <https://www.settlementatwork.org/lincdocs/linc5-7/03-interact.w.others/index.html> (challenging for CLB 4, but may be done with support)

3. ESL Jigsaws. Reading about buying used items at garage sales, flea markets and thrift stores (with fill-in-the-blanks and comprehension questions): <https://esljigsaws.com/garage-sales-and-thrift-stores/>

4. Citizenship and Immigration Canada. *PBLA Language Companion Stage Two*. Helpful English. <https://www.7oaks.org/Programs/Settlement/Documents/PBLALanguage%20Companion%2C%20CLB%205-8.pdf>

- *Making Requests*. Page 84 of PDF (Page 8 of *Helpful English* in paper version)

5. Resources for the topic of negotiating/haggling:

- Vocabulary handout and Role Play cards (instructors should change Euros to dollars). Includes video clips from Monty Python and Big Bang Theory. <https://freeenglishlessonplans.com/2013/01/29/haggling-lesson-plan/>
- Activity 1: audio and vocabulary: <https://www.bbc.co.uk/learningenglish/english/course/intermediate/unit-1/session-4>
- Activity 2: practice using vocabulary to haggle for a camera: <https://www.bbc.co.uk/learningenglish/english/course/intermediate/unit-1/session-4/activity-2>
- Negotiating: <https://www.englishlessonviaskype.com/how-to-negotiate-price-in-english/>

6. Listening resources:

- A conversation about a used car (negotiating):
<https://www.essentialenglish.review/book/speak-english-around-town/lesson-3-negotiating-a-purchase/>
- Dialogue bargaining for a purse (no audio, just transcript: instructor will need to read it): <https://secure3.eslpod.com/podcast/eslpodcast-84-bargaining-with-a-seller/>

7. Grammar Materials for request modals (e.g. Would you _____?)

- <https://web2.uvcs.uvic.ca/courses/elc/studyzone/330/grammar/330-modals-polite.htm>
- <https://www.teach-this.com/functional-activities-worksheets/making-requests>
- <https://www.ecenglish.com/learnenglish/lessons/polite-requests> (includes a short exercise)

8. Grammar materials for question formation:

- Lesson: <https://www.englishclub.com/grammar/questions.htm>
- TeachThis.com (some activities require membership, others are free):
<https://www.teach-this.com/functional-activities-worksheets/asking-questions>
- Tutorial and online quizzes: <https://www.english-4u.de/en/grammar/forming-questions.htm>
- PDF worksheets: <https://www.englishforeveryone.org/Topics/Forming-Questions.html>
- Game Ideas:
 - <https://www.eslactivity.org/wh-questions-activities/>
 - <https://eslspeaking.org/wh-question-games/>

9. Grammar materials for simple present passive voice:

- <https://www.allthingsgrammar.com/passive.html>
- <https://www.teach-this.com/grammar-activities-worksheets/present-simple-passive> (the first activity is free and doesn't require membership)
- <https://www.perfect-english-grammar.com/passive-exercise-1.html>

Warm-up Activity

The following discussion questions can be done in small groups or on a discussion board.



Discussion Questions: Buying and Selling Items Online

1. Buying used items (not new) is a great way to save money. Did you buy items at a garage sale, thrift store, or online in the past?
2. What kind of items can you buy used? Are there any items you would not buy used?
3. What are the **advantages** of buying used items instead of new?
4. What are the **disadvantages** of buying used items instead of new?
5. Did you buy used items online, for example on Kijiji or Facebook Marketplace, in the past? Was it a good experience? Why or why not?
6. Selling used items is also a great way to get money! Have you ever sold used items online, for example on Kijiji or Facebook Marketplace? Was it an easy thing to do?
7. If you buy or sell items online, there are some risks. What are some of the things that can happen or go wrong?
8. Do you have any ideas of what you can do to avoid the risks or dangers of buying or selling online?
9. Here are some of the categories of things you can buy or sell online. Which types of items would you like to buy or sell online in the future?
 - Houses or condos
 - Furniture
 - Cars
 - Baby equipment
 - Clothes
 - Toys and games
 - Home and garden
 - Sports equipment (bikes, skis, etc.)
 - Jewellery and Watches
 - Appliances
 - Electronics
 - Tools
 - Art and handcraft

Advantage:
a positive thing (pro)
Disadvantage:
a negative thing (con)

**Other words for a
“used” (not new) item:**

- **Second-hand**
- **Repurposed**

Vocabulary

Creating an account and online ads:

account	post	optional	firm	e-transfer
register	ad	swap/trade	negotiable	pick up
contact	category	cashless payment	non-negotiable	meet up
sign in	location	curbside pickup	O.B.O (or best offer)	deliver
edit	reply	description	cashless payment	ship

Describing items:

gently used	The _____ works/doesn't work	It is worth _____.	no pets
good/excellent/like new condition	The ____ is broken	I paid _____.	non-smoking home
never worn/used	The _____ is torn.	Age: I bought it/got it _____ years ago.	brand
unopened	The _____ is scratched.	I am willing to _____ (deliver/negotiate, etc.)	good/high quality

Vocabulary for negotiation:

to negotiate	I would be willing to take \$_____.	Do you accept e-transfer?	I paid \$_____ for it _____ months/years ago.
to haggle	Would you take/accept \$___ if I pick it up/etc.	Would you be willing to take _____?/Would you accept _____?	Is there any damage I should know about?
to bargain	Are you willing to go any lower?	The price is firm/non-negotiable.	Does the item work well?/Is there anything wrong with it?
make a deal	It's in _____ condition. (perfect/very good, good, okay, poor).	Unfortunately, I can't go any lower.	Would it be possible to have a written receipt?



Quizlet: Click [HERE](#) for an online quiz reviewing 20 key words from these vocabulary charts.

Grammar

In this module, students should learn:

1. **modals** for making polite requests:
 - can (e.g. Can you deliver?)
 - could (e.g. Could I pay by e-transfer?)
 - would (e.g. Would you consider selling it for \$100?)
2. **question forms** for obtaining more information. For example: How old is the TV? What color is the bike?
3. **simple present passive voice** to describe the condition of used objects. For example: The table is scratched. The wheel is bent.

*See Instructor Resources for activities and worksheets on these topics.

Ideas for Skill-Using Tasks



Listening Skill-Using Task Idea:

Students listen to role plays between other students (see Speaking below) and write down the information they hear in the role play. Students can use the chart below to keep track of information.

The listening materials in the **Instructor Resources** section could also be used for Skill-Using tasks, with instructor-developed questions or the chart below.

Details of item:	Take Notes Here
Item name?	
Price in ad?	
Price negotiable?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Item condition?	
Age of item?	
Brand?	
Delivery/pick-up?	<input type="checkbox"/> Delivery for free <input type="checkbox"/> Delivery for a fee (\$) <input type="checkbox"/> Curbside pickup
Payment?	<input type="checkbox"/> Cash only <input type="checkbox"/> Cashless payment available
Other details?	
Does the interested person decide to buy the item?	<input type="checkbox"/> Yes <input type="checkbox"/> No



Speaking Skill-Using Task Idea:

Using the ads students create for Writing Skill-Using or real ads on Kijiji, students carry out role plays. They can play the role of “sellers” or potential “buyers”, asking for more information about the items and negotiating the price.

Students can:

- Receive peer feedback or instructor feedback on the Feedback Form below
- do a self-assessment on the Feedback form below

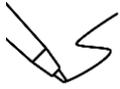
CLB 4/5 Speaking Skill-Using Task: Talking about a Used Item for Sale			
Getting Things Done		<i>Feedback Form</i>	
Speaker's name: _____		Date: _____	
Feedback is:			
<input type="checkbox"/> Self-Assessment			
<input type="checkbox"/> Peer. Name: _____			
<input type="checkbox"/> Instructor			
Did you/the speaker:	Yes	No	Comments
Follow instructions and complete the task?	<input type="checkbox"/>	<input type="checkbox"/>	
Ask and answer questions clearly (as buyer and seller)?	<input type="checkbox"/>	<input type="checkbox"/>	
Use vocabulary for selling/buying?	<input type="checkbox"/>	<input type="checkbox"/>	
Speak in mostly correct sentences?	<input type="checkbox"/>	<input type="checkbox"/>	
Use mostly accurate pronunciation?	<input type="checkbox"/>	<input type="checkbox"/>	
Speak with good fluency?	<input type="checkbox"/>	<input type="checkbox"/>	



Reading Skill-Using Task Idea:

Students read ads for used items on Kijiji. They can answer questions (instructor created) or fill in the chart below for practice.

Details of item:	Take Notes Here
Item name?	
Price in ad?	
Price negotiable?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Item condition?	
Age of item?	
Brand?	
Delivery/pick-up?	<input type="checkbox"/> Delivery for free <input type="checkbox"/> Delivery for a fee (\$) <input type="checkbox"/> Curbside pickup
Payment?	<input type="checkbox"/> Cash only <input type="checkbox"/> Cashless payment available
Other details?	



Writing Skill-Using Task Idea:

Students practice writing ads for used items to post online. Instructors can:

- ask students to choose items from home that they could sell
- provide a list of items with information (similar to the assessment)

After completing the ads, students can:

- receive feedback from other students or the instructor on the Feedback Form below
- do a self-assessment on the Feedback form below

CLB 4/5 Writing Skill-Using Task: Filling Out an Online Form to Sell a Used Item			
Getting Things Done		<i>Feedback Form</i>	
Writer's name: _____ Date: _____			
Feedback is:			
<input type="checkbox"/> Self-Assessment			
<input type="checkbox"/> Peer. Name: _____			
<input type="checkbox"/> Instructor			
Did you/the writer:	Yes	No	Comments
Follow instructions and complete the task?	<input type="checkbox"/>	<input type="checkbox"/>	
Include important details about the item?	<input type="checkbox"/>	<input type="checkbox"/>	
Use accurate vocabulary to describe the item?	<input type="checkbox"/>	<input type="checkbox"/>	
Use correct spelling?	<input type="checkbox"/>	<input type="checkbox"/>	
Use correct grammar to describe the item?	<input type="checkbox"/>	<input type="checkbox"/>	
Use correct capitalization and punctuation?	<input type="checkbox"/>	<input type="checkbox"/>	

Tips for Using Assessment Tasks

1. In this Module Plan document, you will find the paper version of CLB 4 and CLB 5 Assessment Tasks.
 - You will also find **links to CLB 4 and CLB 5 Online Assessment Tasks** for each skill (Google Forms).
2. For each Google Form assessment, you have a choice of **View** or **Make a Copy**. To use it with your students, choose Make a Copy. Once you do so:
 - You can edit the copy.
 - You can view individual and group results of the assessments after students complete them.
3. The **Assessment Tasks for Receptive Skills** (Listening and Reading) are meant for the student to fill in after listening to audio or reading text.
 - You will need to send the Google Form to your students' Gmail accounts in order for them to complete the assessment.
 - The Forms have a built-in answer key. When you view "Responses" in your copy of the Google Form, you can see your students' answers and scores in the Individual Results of the Form.
 - You can send the results of the assessment to the student by clicking on "Release Score" at the top of the Individual Results. Before sending, you can add Individual Feedback at the bottom of the assessment to say whether they achieved the CLB level or not.
 - i. The student will receive an email and can view the form with their score and the feedback. If you want students to save it in portfolios, students can click on Print in their browser but choose "Save as PDF".
4. The Assessment Tasks for **Productive Skills** (Writing and Speaking) are "rubrics" meant to be filled in by the instructor, not the student.
 - Once you make a copy of the Form, you will need to "Send" the form to your own Gmail account.
 - You will then fill in the form for each individual student. Be sure the form does not have "Limit to 1 Response" checked under Requires Sign In or you will not be able to complete the form for multiple students.
 - You will find the completed rubric for each student in your copy of the Form (in Responses, under Individual). You can create a copy to send each student by clicking on "Print" then saving the document as a pdf or google doc.

CLB 4 Assessment Tasks

CLB 4 Listening Assessment Task

TASK	Understanding a dialogue about a used item for sale
COMPETENCY	Getting Things Done
INSTRUCTIONS	Students listen to a dialogue between a seller and potential buyer of a used item and answer comprehension questions. They may listen to the dialogue twice.
CRITERIA FOR SUCCESS	Students must get 13 out of 18 to achieve CLB 4 on this task
ONLINE ASSESSMENTS 	CLB 4 Google Form Assessment: View Make a copy *Note: the audio files are already embedded into the Forms. Audio File: click HERE

CLB 4 Listening Assessment Transcript: Understanding a Dialogue About a Used Item

(phone rings)

Seller: Hello, Dan speaking.

Buyer: Hi Dan. My name is Sonia. I'm calling about your ad on kijiji for the women's bike you are selling.

Seller: Oh, hi Sonia. Yes, that's my ad.

Buyer: Great. I have a few questions about the bike that I was hoping you could answer.

Seller: For sure.

Buyer: Thanks. First, I was wondering what color the bike is? It's hard to tell in the photo.

Seller: It's a nice light blue color.

Buyer: Perfect. And it's a mountain bike, right?

Seller: Yes, it is. My wife used it on lots of trails and last year and said it was great. The frame is very strong and the brakes are excellent. We also took very good care of it, oiling it and cleaning it as needed.

Buyer: Awesome. How old is the bike?

Seller: It's three years old. But my wife mostly only used it last summer. Now she's pregnant and she doesn't think she'll have time to go mountain biking.

Buyer: She's probably right! Can I ask if you are open to negotiation on the price?

Seller: Well, we're asking \$250 for it because we paid almost \$600. And it is a high quality bike in perfect condition. So I think we'll have to say that the price is firm.

Buyer: I understand. If I decide to take it, would you possibly be able to deliver?

Seller: That depends. Where do you live?

Buyer: I live in the northwest. Near Costco.

Seller: Oh, that's perfect. I'm just a few minutes from Costco. So, yes, I could deliver. Maybe I could even ride the bike to your place!

Buyer: Great. I've decided I am going to take it. I really need to start getting more exercise and I love biking.

Seller: Sounds good!

Buyer: One more thing – would you accept an e-transfer?

Seller: Sure. You can send it to my email address in the ad. If you send it just before I deliver it, that would be great. Will you be home tomorrow morning?

Buyer: Yes, I'll be home until about 10:30.

Seller: OK, how about I come by at 10:00?

Buyer: That works for me. Thanks very much Dan. I can't wait to ride the bike.

Seller: Thank you, Sonia. You're going to love it, I'm sure.



CLB 4 Listening Assessment: Understanding a Dialogue About a Used Item for Sale

Name: _____ Date: _____

TASK	Understanding a dialogue about a used item for sale
COMPETENCY	Getting Things Done
CRITERIA FOR SUCCESS	You must get 13 out of 18 to achieve CLB 4 on this task.
INSTRUCTIONS	Listen to the dialogue between the seller and potential buyer of a used item. Answer the questions.

1. Why did Sonia call Dan? (1 point)
 - a) to ask questions about a bike he's selling
 - b) to ask if he delivers
 - c) to offer \$250 to buy the bike
2. How is Dan trying to sell the bike?
 - a) by calling his friends, like Sonia
 - b) with an online ad
 - c) to offer \$250 to buy the bike
3. Did Dan usually ride the bike? (1 point)
 - a) Yes, he rode it often in the mountains.
 - b) No, his daughter rode it.
 - c) No, his wife rode it.
4. Check (✓) which of the following Dan says about the bike: (8 points)
 - It's red.
 - It's a mountain bike.
 - The frame is strong.
 - The brakes don't work.
 - Dan and his wife took good care of it.
 - It's two years old.
 - They paid almost \$600 for it.
 - It's a low-quality bike.

5. How much is Dan asking for the bike? (1 point)

- a) \$2.50
- b) \$250
- c) \$600

6. Why does Sonia decide to buy the bike? (1 point)

- a) she is pregnant
- b) Dan was willing to negotiate the price
- c) she wants to get more exercise

7. How will Sonia pay? (1 point)

- a) by e-transfer
- b) by credit card
- c) cash at Costco

8. How will Sonia get the bike? (1 point)

- a) at Costco
- b) she will pick it up
- c) Dan will deliver it to her house

9. When will Sonia get the bike? (1 point)

- a) tonight at 10:00
- b) tomorrow morning at 10:00
- c) tomorrow morning at 10:30

10. Do you think Sonia made a good decision to buy the bike? Why or why not? (2 points)

Score: /18

Did you achieve CLB 4 on this task?

- Not Yet
- Yes

Answer Key CLB 4 Listening Assessment:

1. a
2. b
3. c
4.
5. b
6. c
7. a
8. c
9. b
10. answers vary: yes or no and reason.

CLB 4 Speaking Assessment Task

TASK	Speaking with a seller and a buyer about used items
COMPETENCY	Getting Things Done
INSTRUCTIONS	<p>Students will carry out two short role plays with another student or the instructor.</p> <ul style="list-style-type: none"> • In one role play, students will play the role of a seller of used item who will provide more information to a potential buyer who calls • In the other role play, students will play the role of a potential buyer of a used item who will call the buyer and ask questions • The same two students can do the role plays together by switching roles <p>Information for the role plays is found on the Task Card A and Task Card B.</p> <ul style="list-style-type: none"> • Instructors assign each student one item to “sell” and one to “buy” from the cards. • Students with Task Card A are selling Item #1 or Item #2. Students with Task Card B are selling Item #3 or Item #4. • Be sure students that are paired together for the role play are assigned different cards.
CRITERIA FOR SUCCESS	Students must get “Yes” on Holistic Criteria and 4 out of 5 of Analytic Criteria to achieve CLB 4 on this task (see rubric on Page 23)
ONLINE ASSESSMENTS 	<p>CLB 4 Google Form Assessment: View Make a copy</p> <p>*Note: links to PDF versions of Speaking Task Card A and Speaking Task Card B are inserted into the Google Form.</p>

CLB 4 Task Card A: Speaking Assessment

SELLER Instructions: You posted the ad for the item below on Kijiji. Someone is interested in buying the item, but s/he has some questions first. Use the [Extra Information](#) to answer the questions when the buyer calls.

ITEM #1: Table and chairs



You wrote in the ad:

- Price: \$650
- Leather chairs
- Marble table
- Beautiful
- Four years old

Extra information:

- Made in Italy
- You paid \$2000
- A scratch on one chair
- Price is non-negotiable

ITEM #2: A necklace



You wrote in the ad:

- Price: \$275
- You paid \$420
- White gold
- Bought in Mexico
- Very strong chain

Extra information:

- The stone is turquoise
- Long chain: 24 inches
- Perfect condition
- You will accept \$240

BUYER Instructions: You saw these ads on Kijiji. You are interested in buying one of the items, but you have some questions. The details you want to ask are under [You Want to Know](#). Call the seller and ask.

ITEM #3: An espresso machine



You read in the ad:

- Price: \$190
- DeLenni brand
- Good condition
- 3 years old

You want to know:

- How old it is
- If the milk steamer works well
- If the buyer will take \$170

ITEM #4: An Apple Watch



You read in the ad:

- Price: \$215
- The seller paid \$450
- Apple Watch SE
- One year old

You want to know:

- If it comes with the charger
- If it works well
- If the buyer will take \$200

CLB 4 Task Card B: Speaking Assessment

SELLER Instructions: You posted the ad for the item below on Kijiji. Someone is interested in buying the item, but s/he has some questions first. Use the [Extra Information](#) to answer the questions when the buyer calls.

ITEM #3: An espresso machine



You wrote in the ad:

- Price: \$190
- DeLenni brand
- Good condition
- 3 years old

Extra information:

- Two years old
- The milk steamer is slow but it works
- You will not negotiate on price

ITEM #4: An Apple Watch



You wrote in the ad:

- Price: \$215
- You paid \$450
- Apple Watch SE
- One year old

Extra information:

- It comes with the charger
- It works well but has a small scratch
- You will accept \$200

BUYER Instructions: You saw these ads on Kijiji. You are interested in buying one of the items, but you have some questions. The details you want to ask are under [You Want to Know](#). Call the seller and ask.

ITEM #1: Table and chairs



You read in the ad:

- Price: \$650
- Leather chairs
- Marble table
- Beautiful
- Four years old

You want to know:

- Where it was made
- What is the condition
- What is the value
- If the buyer will accept \$600

ITEM #2: A necklace



You read in the ad:

- Price: \$275
- The seller paid \$420
- White gold
- Bought in Mexico
- Very strong chain

You want to know:

- What kind of stone it has
- How long the chain is
- What is the condition
- If the buyer will accept \$240



CLB 4 Speaking Assessment: Speaking About a Used Item

Name: _____ Date: _____

TASK	Speaking with a seller and a buyer about used items
COMPETENCY	Getting Things Done
CRITERIA FOR SUCCESS	You must get "Yes" on Holistic Criteria and 4 out of 5 of Analytic Criteria to achieve CLB 4 on this task
INSTRUCTIONS	See Speaking Task Card A or B

Holistic Criteria	Not Yet	Yes
Completed all of the task. Followed instructions.		
Analytic Criteria	Not Yet	Yes
Asked and answered questions clearly (as buyer and seller)		
Used vocabulary for selling/buying		
Spoke in mostly correct sentences		
Used mostly accurate pronunciation		
Spoke with good fluency		

You did this well:	Next time, try:
--------------------	-----------------

Did you achieve CLB 4 on this task?

- Not Yet
- Yes

CLB 4 Reading Assessment Task

TASK	Understanding online ads for used items
COMPETENCY	Getting Things Done
INSTRUCTIONS	Students read three ads for items being sold online and answer comprehension questions.
CRITERIA FOR SUCCESS	Students must get 11 out of 16 to achieve CLB 4 on this task
ONLINE ASSESSMENTS 	CLB 4 Google Form Assessment: View Make a copy

CLB 4 Reading Assessment: Reading Online Ads



Contemporary Couch

\$750



Description

Beautiful couch in a lovely off-white colour. Goes with any décor. The fabric has been treated to protect from stains. Very well taken care of in a no-pet smoke-free home. Measures 70" long x 36"D x 35"H. Price is firm.

Posted 43 minutes ago
Calgary, AB T2M ([view Map](#))

[Contact Jim](#)

Your Message

Send message



Men's Mountain Bike Barely Used

\$250



Description

Great deal for this 18" CCM men's bike. Bought at Mike's Bike Shop last year, only used a few times. Moving and have to sell. Great smooth ride, lots of fun in the mountains. White with blue details. Will deliver for an extra \$25.

Posted 3 days ago
Calgary, AB T1Y ([view Map](#))

[Contact Samantha](#)

Your Message

Send message



65" Smart TV only two years old

\$365 obo



Description

Awesome Samsung TV for Netflix and playing video games. Clear image and good sound. Will throw in the wall mount for free. Will need a large vehicle to transport it home. Make me an offer!

Posted 7 hours ago
Calgary, AB T3N ([view Map](#))

[Contact Abdel](#)

Your Message

Send message



CLB 4 Reading Assessment: Understanding Online Ads for Used Items

Name: _____ Date: _____

TASK	Understanding online ads for used items
COMPETENCY	Getting Things Done
CRITERIA FOR SUCCESS	You must get 11 out of 16 to achieve CLB 4
INSTRUCTIONS	Read the three online ads and answer the comprehension questions.

1. What kind of ads are these? (1 point)

- a) online ads for used items
- b) online ads for new items
- c) store ads in the newspaper

2. Who will read these ads? (1 point)

- a) people shopping for used items
- b) people shopping for sales in stores
- c) business people who own stores

3. What are the items you can buy in these ads? (1 point)

- a) a chair, a men's bike and a Smart TV
- b) a couch, a women's bike and a Smart TV
- c) a couch, a men's bike and a Smart TV

4. Write True or False for each sentence, based on the information in the ads: (8 points)

_____ a) The couch is brown.

_____ b) The couch is 35 inches high.

_____ c) The seller of the couch is Samantha.

_____ d) The seller bought the men's mountain bike in the mountains.

_____ e) The seller used the men's mountain a few times.

_____ f) The price for the Smart TV is \$365 firm.

_____ g) The TV is a Samsung.

_____ h) The ad for the TV was posted 7 days ago.

5. Which item in the ads can be delivered for an extra cost? (1 point)

- a) Contemporary Couch
- b) Men's Mountain Bike
- c) 65" Smart TV

6. Which ad is the newest (was posted most recently)? (1 point)

- a) Contemporary Couch
- b) Men's Mountain Bike
- c) 65" Smart TV

7. The seller of one item will accept other offers on the price. Which item is this? (1 point)

- a) Contemporary Couch
- b) Men's Mountain Bike
- c) 65" Smart TV

8. Imagine you have \$800 to spend. Which item or items would you buy in the ads, and why? (2 points)

Score: /16

Did you achieve CLB 4 on this task?

- Not Yet
- Yes

Answer Key CLB 4 Reading Assessment:

1. b
2. a
3. c
4. a) F
b) T
c) F
d) F
e) T
f) F
g) T
h) F
5. b
6. a
7. c
8. *answers will vary*: student chooses an item or two (adding up to no more than \$800) and gives a reason

CLB 4 Writing Assessment Task

TASK DESCRIPTION	Writing ads to sell used items online
COMPETENCY	Getting Things Done
INSTRUCTIONS	<p>Students fill in a form to sell an item on Kijiji.</p> <ul style="list-style-type: none"> • Students choose ONE item from the Item Information Sheet. • They use the details from the sheet to create the online ad. • The ad will include a description.
CRITERIA FOR SUCCESS	Students must get “Yes” on the Holistic Criteria and 4 out of 5 Analytic Criteria to achieve CLB 4 on this task
ONLINE ASSESSMENTS 	<p>CLB 4 Google Form Assessment: View Make a copy</p> <p>CLB 4 Google Form Rubric: View Make a copy</p>

Item Information Sheet

CLB 4 Writing Assessment: Writing an Online Ad to Sell a Used Item

Choose **ONE** of these items to sell on Kijiji. You will write an ad for the item. In the ad, use sentences and include all of the information.



Age: one year
Material: soft material
Size: 6
Style: formal
Condition: excellent. You wore once.
Price: \$80 each (you will negotiate)



Age: six months
Brand: Nexpresso
Condition: very good.
Price: \$180 (you will not negotiate)
Extra information: You will include pods for 30 coffees.
Delivery? No



Age: three years
Material: wood, plastic or metal
Condition: good. Some are scratched.
Price: \$40 (you will not negotiate)
Extra information: for kids ages 1-4. No-pet, no-smoking home.
Delivery? Yes



Age: two years
Size: 9 Men's
Condition: Great. You wore about 10 times.
Price: \$100 (you will negotiate)
Extra information: very clean and comfortable.
Delivery: In the city only, for extra \$5.



CLB 4 Writing Assessment: Writing an Online Ad to Sell a Used Item

Name: _____ Date: _____

TASK	Writing an online ad to sell a used item
COMPETENCY	Getting Things Done
CRITERIA FOR SUCCESS	You must get "Yes" on the Holistic Criteria and 4 out of 5 Analytic Criteria to achieve CLB 4 on this task
INSTRUCTIONS	Choose ONE item from the Item Information Sheet to sell online. Fill in the form to make an ad. Be sure to: <ul style="list-style-type: none">• Complete all of the form• Write full sentences in the description• Give all the information from the Item Information Sheet

Ad title:

Ad Type:

- I'm offering
 I want to find

Choose category:

- Furniture
 Clothes
 Sports Equipment
 Toys & Games
 Home Appliances

Description:

Willing to:

- drop-off/deliver
- ship the item
- offer curbside pickup

Payment:

- offer cashless payment

Location: (enter postal code)

Price:

- \$
- Free
- Please contact
- Swap/Trade

Phone number:

*(optional) Will show up on your ad

Email:

*Your email will not be shared with others



CLB 4 Writing Assessment: Writing an Online Ad to Sell a Used Item

Name: _____ Date: _____

TASK	Writing an online ad to sell a used item
COMPETENCY	Getting Things Done
CRITERIA FOR SUCCESS	You must get "Yes" on the Holistic Criteria and 4 out of 5 Analytic Criteria to achieve CLB 4 on this task
INSTRUCTIONS	Choose ONE item from the Item Information Sheet. Use the details from the sheet to fill in a form to create an online ad. The ad will include a description.

Holistic Criteria	Not Yet	Yes
The reader can understand the ad		
Completed all of the form		
Analytic Criteria:	Not Yet	Yes
Included the important details about the item		
Used mostly correct vocabulary		
Used mostly correct spelling		
Used mostly correct sentences in description		
Used mostly correct capitalization and punctuation		

You did this well:	Next time, try:

Did you achieve CLB 4 on this task?

- Not Yet
 Yes

CLB 5 Assessment Tasks

CLB 5 Listening Assessment Task

TASK	Understanding a dialogue between a buyer and seller about a used item
COMPETENCY	Getting Things Done
INSTRUCTIONS	Students listen to two dialogues between a seller and potential buyer of a used item and answer comprehension questions. They may listen to the dialogues twice.
CRITERIA FOR SUCCESS	Students must get a total of 20/28 (Dialogue One and Two) to achieve CLB 5 on this task
ONLINE ASSESSMENTS 	CLB 5 Google Form Assessment: View Make a copy *Note: the audio files are already embedded into the Forms. Audio Files Dialogue One: Click HERE Dialogue Two: Click HERE

CLB 5 Listening Assessment Transcript:

Dialogue One

Seller: Hello, Dan speaking.

Buyer: Hi Dan. My name is Sonia. I'm calling about your ad on Kijiji for the women's bike you are selling.

Seller: Oh, hi Sonia. Yes, that's my ad.

Buyer: Great. I have a few questions about the bike that I was hoping you could answer.

Seller: For sure.

Buyer: Thanks. First, I was wondering what color the bike is? It's hard to tell in the photo.

Seller: It's a nice light blue color.

Buyer: Perfect. And it's a mountain bike, right?

Seller: Yes, it is. My wife used it on lots of trails last year and said it was great. The frame is very strong and the brakes are excellent. We also took very good care of it, oiling it and cleaning it as needed.

Buyer: Awesome. How old is the bike?

Seller: It's three years old. But my wife mostly only used it last summer. Now she's pregnant and she doesn't think she'll have time to go mountain biking.

Buyer: She's probably right! Can I ask if you are open to negotiation on the price?

Seller: Well, we're asking \$250 for it because we paid almost \$600. And it is a high quality bike in perfect condition. So, I think we'll have to say that the price is firm.

Buyer: I understand. If I decide to take it, would you possibly be able to deliver?

Seller: That depends. Where do you live?

Buyer: I live in the northwest. Near Costco.

Seller: Oh, that's perfect. I'm just a few minutes from Costco. So, yes, I could deliver. Maybe I could even ride the bike to your place!

Buyer: Great. I've decided I am going to take it. I really need to start getting more exercise and I love biking.

Seller: Sounds good!

Buyer: One more thing – would you accept an e-transfer?

Seller: Sure. You can send it to my email address in the ad. If you send it just before I deliver it, that would be great. Will you be home tomorrow morning?

Buyer: Yes, I'll be home until about 10:30.

Seller: OK, how about I come by at 10:00?

Buyer: That works for me. Thanks very much Dan. I can't wait to ride the bike. I'll send you my address.

Seller: Thank you, Sonia. You're going to love it, I'm sure.

Dialogue Two

(doorbell rings)

Seller: Hello, you must be Emma.

Buyer: Yes, it's me. Nice to meet you, Cindy. Thank you for letting me come to see the table in your ad.

Seller: No problem. I understand that sometimes it's important to see something before you buy it. The table is in the garage, so how about I open the door and meet you there?

Buyer: Sounds good.

Seller: So, here's the table. As I mentioned in the ad, it's made out of walnut wood. That's what gives it the beautiful dark brown color.

Buyer: It is beautiful, I agree. I think it would look really good in my dining room. How old is the table?

Seller: It's about three or four years old. We bought it for the house we had before this one, but it doesn't fit in our dining room here.

Buyer: Oh, too bad. It is quite big. It would fit eight people easily. Do you know the measurements for its length?

Seller: Yes, I have it written here. Let's see...it's about 8 feet long. That's about 240 centimeters, I think.

Buyer: OK, great. I think that would be a good size for our dining room. May I ask where you bought the table?

Seller: Yes, we bought it at Home Goods downtown. A local furniture maker made it by hand. It's completely unique, there's no other table like it in the world.

Buyer: Oh, wow, that's cool. Does it have any damage at all that I should know about?

Seller: It has one small dent on this leg. See, I'll show you. My son decided to hit it with a hockey stick when he was little. Kids!

Buyer: Oh, okay, I can see it. It's not too bad.

Seller: We sanded it and stained that spot as well as we could.

Buyer: Your price was listed in the ad as \$950, right? I'm wondering if you would consider taking \$850?

Seller: Hmm, I don't know. Like I said, it was made by hand and it's solid wood. How about we meet in the middle, at \$900?

Buyer: That seems fair, thanks. Now I just need to convince my husband. Do you mind if I take a few photos to show him, then I can call you in a few hours and tell you what we decide?

Seller: Sure, that's no problem. Let me know!



CLB 5 Listening Assessment: Understanding Dialogues About Used Items for Sale

Name: _____ Date: _____

TASK	Understanding dialogues about used items for sale
COMPETENCY	Getting Things Done
CRITERIA FOR SUCCESS	You must get a total of 20/28 (Dialogue One and Two) to achieve CLB 5
INSTRUCTIONS	Listen to the two dialogues and answer the questions. You may listen to each dialogue twice.

Dialogue One

1. Why did Sonia call Dan? (1 point)
 - a) to ask questions about a bike he's selling
 - b) to ask if he delivers
 - c) to offer \$250 to buy the bike
2. Check (✓) which of the following Dan says about the bike: (8 points)
 - It's a nice dark blue colour.
 - It's a mountain bike.
 - The frame is strong.
 - The brakes don't work.
 - Dan and his wife took good care of it.
 - It's two years old.
 - They paid almost \$600 for it.
 - It's a low-quality bike.
3. How much is Dan asking for the bike? (1 point)
 - a) \$2.50
 - b) \$250 firm
 - c) \$250 negotiable
4. Why does Sonia decide to buy the bike? (1 point)
 - a) she is pregnant
 - b) Dan was willing to negotiate the price
 - c) she wants to get more exercise

5. How will Sonia pay? (1 point)

- a) by e-transfer
- b) by credit card
- c) cash at Costco

6. Do you think Sonia made a good decision to buy the bike? Why or why not? (2 points)

Dialogue One
Score: /14

Dialogue Two

1. Why is Emma at Cindy's house? (1 point)

- a) to pay for a table she decided to buy
- b) to see a table she might want to buy
- c) to make an offer on a table

2. Why is Cindy selling the table? (1 point)

- a) it has a dent on one leg
- b) it doesn't fit eight people
- c) it doesn't fit in their new house

3. Check (✓) which of the following Cindy says about the table: (5 points)

- It's made out of walnut wood.
- It's about five years old.
- It's around 8 feet in length.
- She bought it at Home Goods but it was made in Toronto.
- The dent has been sanded and stained.

4. Write TRUE or FALSE for each sentence, based on the information in the dialogue: (5 points)

_____ a) Emma thinks the table would fit in their dining room.

_____ b) Emma thinks the dent is not too bad.

_____ c) Emma thinks \$900 is not a fair price.

_____ d) Emma decides to buy the table.

_____ e) Emma asks if she can take some pictures of the table.

5. Do you think Emma will buy the table after she talks to her husband? Why or why not? (2 points)

Dialogue Two
Score: /14

Total Score: /28

Did you achieve CLB 5 on this task?

Not Yet

Yes

Answer Key CLB 5 Listening Assessment:

Dialogue One:

1. a

2.

-
-
-
-
-
-
-
-

3. b

4. c

5. a

6. Answers will vary (opinion) Yes or No and reason

Dialogue Two:

1. b

2. c

3.

-
-
-
-
-

4.

True

True

False

False

True

6. Answers will vary (opinion) Yes or No and reason

CLB 5 Speaking Assessment Task

TASK	Speaking with a seller and a buyer about used items
COMPETENCY	Getting Things Done
INSTRUCTIONS	<p>Students will carry out two short role plays with another student or the instructor.</p> <ul style="list-style-type: none"> • In one role play, students will play the role of a seller of used item who will provide more information to a potential buyer and negotiate purchase, payment and delivery/pickup • In the other role play, students will play the role of a potential buyer of a used item who will ask the buyer questions and negotiate purchase, payment and delivery/pickup • The same two students can do the role plays together by switching roles <p>Information for the role plays is found on the Task Card A and Task Card B.</p> <ul style="list-style-type: none"> • Instructors assign each student one item to “sell” and one to “buy” from the cards. • Students with Task Card A are selling Item #1 or Item #2. Students with Task Card B are selling Item #3 or Item #4. <p>Be sure students that are paired together for the role play are assigned different items.</p>
CRITERIA FOR SUCCESS	Students must get “Yes” on Holistic Criteria and 6 out of 7 on Analytic Criteria to achieve CLB 5 on this task
ONLINE ASSESSMENTS 	<p>CLB 5 Google Form Assessment: View Make a copy</p> <p>*Note: links to PDF versions of Speaking Task Card A and Speaking Task Card B are inserted into the Google Form.</p>

CLB 5 Task Card A: Speaking Assessment

SELLER Instructions: You posted the ad for the item below on Kijiji. Someone is interested in buying the item, but s/he has some questions first. Use the [Extra Information](#) to answer the questions when the buyer calls. You will also negotiate price, payment and delivery/pick-up with the buyer.

ITEM #1: Table and chairs



You wrote in the ad:

- Price: \$650
- Leather chairs
- Marble table
- Beautiful
- Four years old

Extra information:

- Made: Italy
- Paid: \$2000
- Scratch on one chair
- Price: non-negotiable
- Can deliver

ITEM #2: A necklace



You wrote in the ad:

- Price: \$275
- You paid \$420
- White gold
- Bought in Mexico
- Very strong chain

Extra information:

- Stone: turquoise
- Long chain: 24 inches
- Condition: perfect
- Price: will accept \$240
- Can accept e-transfer

BUYER Instructions: You saw these ads on Kijiji. You are interested in buying one of the items, but you have some questions. The details you want to ask are under [You Want to Know](#). Call the seller and ask. You must also negotiate the price and make arrangements on payment/delivery or pick-up.

ITEM #3: An espresso machine



You read in the ad:

- Price: \$190
- DeLenni brand
- Good condition
- 3 years old

You want to know:

- Age of item
- Milk steamer: work?
- Will buyer accept: \$170
- Can seller deliver?

ITEM #4: An Apple Watch



You read in the ad:

- Price: \$215
- The seller paid \$450
- Apple Watch SE
- One year old

You want to know:

- Charger: included?
- Works well?
- Will buyer accept: \$200
- Can pay by cheque?

CLB 5 Task Card B: Speaking Assessment

SELLER Instructions: You posted the ad for the item below on Kijiji. Someone is interested in buying the item, but s/he has some questions first. Use the [Extra Information](#) to answer the questions when the buyer calls. You will also negotiate price, payment and delivery/pick-up with the buyer.

ITEM #3: An espresso machine



You wrote in the ad:

- Price: \$190
- DeLenni brand
- Good condition
- 3 years old

Extra information:

- Two years old
- Milk steamer: slow but it works
- Negotiate price? No.
- Can deliver for \$10.

ITEM #4: An Apple Watch



You wrote in the ad:

- Price: \$215
- You paid \$450
- Apple Watch SE
- One year old

Extra information:

- Charger included
- It works well
- Has a small scratch
- Price: will accept \$200 cash only

BUYER Instructions: You saw these ads on Kijiji. You are interested in buying one of the items, but you have some questions. The details you want to ask are under [You Want to Know](#). Call the seller and ask. You must also negotiate the price and make arrangements on payment/delivery or pick-up.

ITEM #1: Table and chairs



You read in the ad:

- Price: \$650
- Leather chairs
- Marble table
- Beautiful
- Four years old

You want to know:

- Made: where?
- The condition
- The value
- Will buyer accept: \$600
- Can seller deliver?

ITEM #2: A necklace



You read in the ad:

- Price: \$275
- The seller paid \$420
- White gold
- Bought in Mexico
- Very strong chain

You want to know:

- The kind of stone it has
- Chain: how long?
- The condition
- Will buyer accept: \$240
- Can pay by e-transfer?



CLB 5 Speaking Assessment: Speaking About Used Items

Name: _____ Date: _____

TASK	Speaking with a seller and a buyer about used items
COMPETENCY	Getting Things Done
CRITERIA FOR SUCCESS	You must get "Yes" on Holistic Criteria and 6 out of 7 on Analytic Criteria to achieve CLB 5 on this task
INSTRUCTIONS	See Speaking Task Card A or B

Holistic Criteria	Not Yet	Yes
Completed all of the task. Followed instructions.		
Analytic Criteria	Not Yet	Yes
Asked and answered questions clearly (as buyer and seller)		
Used polite language for negotiation (as buyer and seller)		
Used vocabulary for selling/buying		
Made arrangements for delivery and payment		
Spoke with some compound sentences		
Used accurate pronunciation		
Spoke with good fluency		

You did this well:	Next time, try:

Did you achieve CLB 4 on this task?

- Not Yet
 Yes

CLB 5 Reading Assessment Task

TASK	Understanding online ads for used items
COMPETENCY	Getting Things Done
INSTRUCTIONS	Read “CLB 5 Reading Assessment Text: Online Ads” for used items and answer the questions.
CRITERIA FOR SUCCESS	Students must get 11 out of 15 to achieve CLB 5 on this task.
ONLINE ASSESSMENTS 	CLB 5 Google Form Assessment: View Make a copy *The reading text is inserted into the Google Form.



Contemporary Couch
\$750



Description

Beautiful couch in a lovely off-white colour. Goes with any décor. The fabric has been treated to protect from stains. Very well taken care of in a no-pet smoke-free home. Measures 70" long x 36"D x 35"H. Price is firm.

[Contact Dan](#)



Traditional Style Leather Sofa
\$625



Description

Gorgeous real leather sofa, about five years old. Soft and comfortable, easy to clean. Paid \$2000. Nice for a smaller space. We can deliver if needed. Dogs not included 😊

[Contact Iris](#)



Men's Mountain Bike Barely Used
\$250



Description

Great deal for this 18" CCM men's bike. Bought at Mike's Bike Shop last year, only used a few times. Moving and have to sell. Great smooth ride, lots of fun in the mountains. White with blue details. Will deliver for an extra \$25.

[Contact Greg](#)



High Quality Hybrid Bike for Men
\$365 obo



Description

Bulls brand hybrid bike, good for city trails and dirt. About 4 years old. Bulls makes excellent, long-lasting bikes. 18" in very good condition. My husband loves this bike but his health doesn't allow him to ride. Has one flat tire.

[Contact Samira](#)



65" Smart TV only two years old
\$365 obo



Description

Awesome Samsung TV for Netflix and playing video games. Clear image and good sound. Will throw in the wall mount for free. You'll need a large vehicle to take it home. Make me an offer!

[Contact Farrah](#)



50" TV with stand
\$325 firm



Description

Nice Sharp TV, works perfectly and has good image. Fun 3D feature if you have 3D Blu-rays. Includes a free solid wood stand that looks good in any room. We can deliver if needed.

[Contact Lee](#)



CLB 5 Reading Assessment: Understanding Online Ads for Used Items

Name: _____ Date: _____

TASK	Understanding online ads for used items
COMPETENCY	Getting Things Done
CRITERIA FOR SUCCESS	You must get 11 out of 15 to achieve CLB 5 on this task.
INSTRUCTIONS	Read the ads and answer the questions.

1. Who wrote these ads? (1 point)

- a) workers in stores that are selling the items
- b) people who want to sell their used items online
- c) people who want to buy used items online

2. Who will read these ads? (1 point)

- a) people shopping for used items
- b) people shopping for new items
- c) managers of stores

3. Which of the following items can you buy in these ads? (1 point)

- a) a couch/sofa, a women's bike and a TV
- b) a couch/sofa, a men's bike and a TV
- c) a couch/sofa, a bike, and a TV stand

4. Write True or False for each sentence, based on the information in the ads: (5 points)

- _____ a) One piece of furniture in the ads is around five years old.
- _____ b) The two brands of bikes available are CCM and Trails.
- _____ c) You can get a free wall mount with one of the TVs.
- _____ d) The contemporary couch is in a home with no animals or smokers.
- _____ e) If you want to watch 3D movies, you could get the 65" TV instead of the 50".

5. Choose which item you would buy in each situation. (5 points)

- a) You want to buy a sofa/couch for a small space. Which item is best for you?
- Contemporary Couch
 - Traditional Style Leather Sofa

b) You want a men's bike that you can ride in the city and on mountain trails. Which item is best for you?

- Men's Mountain Bike Barely Used
- High Quality Hybrid Bike for Men

c) You want your TV to be attached to the wall. Which item is best for you?

- 65" Smart TV only two years old
- 50" TV with stand

d) You want some new furniture but don't like leather. Which item is best for you?

- Contemporary Couch
- Traditional Style Leather Sofa

e) You want a TV and need it delivered because you have no car. Which item is best for you?

- 65" Smart TV only two years old
- 50" TV with stand

6. Imagine you got an extra \$1000 dollars on your pay this month and want to buy something used online. Which of these items would you possibly buy? Why? (2 points)

Score: /15

Did you achieve CLB 5 on this task?

- Not Yet
- Yes

Answer Key CLB 5 Reading Assessment: Understanding Online Ads for Used Items

1. b

2. a

3. b

4.

a) T

b) F

c) T

d) T

e) F

5.

a) Traditional Leather Style Sofa

b) High Quality Hybrid Bike

c) 65" Smart TV

d) 50" TV with stand

6. answers will vary: name items (adding up to a maximum of \$1000) and give reason

CLB 5 Writing Assessment Task

TASK DESCRIPTION	Writing an ad to sell a used item online
COMPETENCY	Getting Things Done
INSTRUCTIONS	Students must get “Yes” on the Holistic Criteria and 4 out of 5 Analytic Criteria to achieve CLB 5 on this task
CRITERIA FOR SUCCESS	Students choose ONE item from the Item Information Sheet. Use the details from the sheet to fill in a form to create an online ad which includes a description.
ONLINE ASSESSMENTS 	CLB 5 Google Form Assessment: View Make a copy CLB 5 Google Form Rubric: View Make a copy

Item Information Sheet CLB 5 Writing Assessment: Writing an Online Ad

Instructions: Choose **ONE** of these items to sell on Kijiji. Fill in a form to post an ad for the item. In the description, use sentences and include all of the information.



Items: Two dresses
Age: one year
Material: soft and light material
Brand: Glam
Size: 6
Style: formal
Condition: excellent. Wore once. Dry cleaned.
Price: \$80 each (you will negotiate)
Value/you paid: \$200 each



Item: espresso machine
Age: six months
Brand: Nexpresso
Condition: very good. Clean. One small scratch on the side.
Price: \$180 (you will not negotiate)
Value/you paid: \$400
Extra information: Makes delicious espresso, good steam. Quick. You will include pods for 30 coffees.
Delivery? No



Items: toys
Age: three years
Material: non-toxic wood, some plastic or metal
Brand: Minnesota Toys
Condition: good. Some are bent or scratched.
Price: \$40 (you will not negotiate)
Value: paid more than \$200
Extra information: for kids ages 1-4. No-pet, non-smoking home.
Delivery? No. Curbside pick-up.



Item: Hockey skates
Age: two years
Size: 9 Men's
Material: Composite
Brand: CCL (made in Canada)
Condition: Great. You wore only about 10 times.
Price: \$100 (you will negotiate)
Value: paid \$270
Extra information: very clean and comfortable.



CLB 5 Writing Assessment: Writing an Ad to Sell a Used Item Online

Name: _____ Date: _____

TASK	Writing an ad to sell a used item online
COMPETENCY	Getting Things Done
CRITERIA FOR SUCCESS	You must get “Yes” on the Holistic Criteria and 4 out of 5 Analytic Criteria to achieve CLB 5 on this task
INSTRUCTIONS	Choose ONE item from the Item Information Sheet to sell online. Fill in the form to make an ad. Be sure to: <ul style="list-style-type: none"> • Complete all of the form • Write full sentences in the description • Give all the information from the Item Information Sheet

Ad title:

Ad Type:

- I'm offering
- I want to find

For Sale By:

- Owner
- Dealer

Choose category:

- Furniture
- Clothes
- Sports Equipment
- Toys & Games
- Home Appliances

Willing to:

- drop-off/deliver
- ship the item
- offer curbside pickup

Payment:

- offer cashless payment

Location: (enter postal code)

Price:

- \$
- Free
- Please contact
- Swap/Trade

Description:

Phone number:

**(optional) Will show up on your ad*

Email:

**Your email will not be shared with others*



CLB 5 Writing Rubric: Writing an Ad to Sell a Used Item Online

Name: _____ Date: _____

TASK	Writing an ad to sell a used item online
COMPETENCY	Getting Things Done
CRITERIA FOR SUCCESS	You must get "Yes" on the Holistic Criteria and 4 out of 5 Analytic Criteria to achieve CLB 5 on this task
INSTRUCTIONS	Choose ONE item from the Item Information Sheet. Use the details from the sheet to fill in a form to create an online ad. The ad will include a description.

Holistic Criteria	Not Yet	Yes
The reader can understand the ad		
Completed all of the form		
Analytic Criteria:	Not Yet	Yes
Included all details about the item		
Used accurate vocabulary to describe the item		
Used correct spelling		
Used correct grammar to describe the item		
Used correct capitalization and punctuation		

You did this well:	Next time, try:

Did you achieve CLB 5 on this task?

Not Yet

Yes