GOVERNMENT OF MALTA
MINISTRY FOR EDUCATION, SPORT, YOUTH
RESEARCH AND INNOVATION
DEPARTMENT OF EXAMINATIONS

English Syllabus for the Examination for the
Post of Security Guard within the Malta Public Service
2024

1. Introduction

The syllabus is designed for candidates sitting for the qualifying examination for the post of Security Guard in the Malta Public Service. It is pitched at Level 7 of the Learning Outcomes Framework (2015) which is covered in Year 8 Track 3 in State Middle Schools. This can be accessed at
https://curriculum.gov.mt/en/Curriculum/new_syllabi/Documents/Year_07_08/English_LOF_Supporting_Document_yr07_yr08_updated%202023-2024.pdf
The examination assesses candidates' ability to write fluently and accurately, read fluently and with understanding, as well as to apply their knowledge of vocabulary, grammar and linguistic conventions.

2. Assessment Criteria

Reading
Candidates are expected to:
 ➢ show understanding and react to a different range of genres and texts: fiction, non-fiction, non-continuous and online texts which serve different purposes, including literary, functional, transactional and/or instructive
 ➢ evaluate and respond to texts which include visuals and graphs
 ➢ interpret information derived from graphs and graphics
 ➢ answer lower-order and higher-order questions about a text at word, phrase, paragraph and text level
 ➢ answer questions which address lexical and grammatical competences
 ➢ make use of inference and deduction to work out the meaning of unfamiliar words/phrasal verbs/ idiomatic expressions
 ➢ make a variety of predictions about a text based on the content available
 ➢ distinguish between fact and opinion
 ➢ identify intended audience and purpose of texts
 ➢ make use of skimming and scanning to read effectively
 ➢ distinguish between the main and supporting points of a given text
 ➢ make use of inference and deduction when reading
 ➢ identify referents (including cataphoric and anaphoric) in a text
 ➢ understand text organisation
 ➢ compare and contrast across genres
 ➢ recognise and understand writers' use of persuasive techniques
 ➢ extract and summarise the main points of a text
 ➢ identify a range of features and register present in formal and informal texts

Writing:

Candidates are expected to:

- write different types of sentences correctly
- write a text organised in a series of paragraphs
- organise and summarise information in writing
- produce different text types,
- write appropriately for a particular audience and a specific purpose, namely
  - give directions
  - give instructions
  - give and ask for information/news
  - accept or decline an invitation
  - apologise
  - thank someone
  - give and ask for advice/suggestions
  - make a complaint
  - describe an object/activity/person/place
  - persuade
  - narrate
  - give an opinion
  - argue
  - report
  - review
- write a text using a wide range of vocabulary
- vary their vocabulary according to the intended reader
- make use of formal and informal register in their writing

3. Lexical Competence

Candidates are expected to understand and produce vocabulary related to the following thematic areas:

Personal Information	Education
Daily Life and Work	Shopping
Relations with other people	Food and Drink
House and Home	Services
Free Time	Places
Entertainment and Media	The Environment
The Arts	Weather
History and Culture	Social and Global Issues
Travel	Crime
Health and Fitness	Science and Technology
Sports	Money and Shopping

4. Grammatical Competence

Candidates are expected to understand and use accurately:

- high and low frequency words
- punctuation: capital letter, comma, full stop, question mark, inverted commas, exclamation mark, semi-colon, colon
- nouns

- o used only in the singular
- o used only in the plural
- o countable
- o uncountable
- ➢ pronouns: personal, possessive, demonstrative, reflexive, relative
- ➢ adjectives, including positive, comparative and superlative
- ➢ collocations
- ➢ phrasal verbs
- ➢ the infinitive
- ➢ the gerund
- ➢ the affirmative and negative form of the imperative
- ➢ the definite and indefinite article: the, a, an, and the zero article
- ➢ the determiners: some and any
- ➢ the following: present simple, past simple, present continuous, past continuous, present perfect simple, past perfect simple, present perfect continuous, future continuous, future perfect simple, future perfect continuous
- ➢ future time by using: going to, will, shall + infinitive, present simple, present continuous, be about to + infinitive, future time in the past
- ➢ primary auxiliary verbs (be, have, do)
- ➢ modal auxiliaries: can, could, must, shall, should, will, would, may, might, ought to and the semi-modals: dare, need, used to in the affirmative, negative and interrogative forms
- ➢ the conditional (first, second and third)
- ➢ the present and past participle
- ➢ the interrogative with
  - o verbs to be, to have, to do
  - o wh-questions: what, who, where, when, which, why, how
  - o question tags
- ➢ statements in the affirmative and negative (including contractions)
- ➢ identify linking words to list, add, compare and contrast ideas, sum up
- ➢ prepositions of time, place and movement
- ➢ adverbials of time, place, manner and frequency
- ➢ quantifiers
- ➢ the active and passive voice
- ➢ -ing and -ed clauses (The girls talking to Tom…The man injured in the accident…)
- ➢ direct and indirect speech
- ➢ word order
- ➢ simple, compound and complex sentences
- ➢ prepositional verbs
- ➢ affixes indicating prefixes and suffixes to build new words
- ➢ affixes to change grammatical class

5. Examination

The examination is set out as follows:

Section			Marks (100)
A. Reading	Text A1 Text A2	continuous/non-continuous continuous/non-continuous	50
B. Writing	Task B1 Task B2	Short writing Long writing	10 40

Section A: Candidates are presented with two texts totalling 400 words and can include fiction, non-fiction, functional, informational, transactional and instructive texts. Both texts are based on any of the thematic areas in section 3 (Lexical Competence).

Questions in Section A include multiple choice, fill in the blanks, matching, True/False + reason, information transfer, sequencing, open-ended and close-ended questions.

Section B:

Task B1 In this section, which carries 10 marks, candidates are required to produce a short piece of writing of between 70 and 80 words. Candidates are presented with one text type from the list below.
  ➢ Text message (electronic chat)
  ➢ Formal or Informal email or letter
  ➢ Poster

Task B2 In this section, which carries 40 marks, candidates are required to produce a long piece of writing of between 180 and 200 words. Candidates are presented with titles based on the list below and they are to choose one.

  ➢ Blog post
  ➢ Article
  ➢ Review

The titles in both task B1 and B2 are based on any of the thematic areas in section 3 (Lexical Competence).
The marking criteria for writing are as follows:
  ➢ Task achievement
  ➢ Organisation and linking
  ➢ Grammatical accuracy, including punctuation
  ➢ Spelling
  ➢ Vocabulary

END