


# Candidate 2 evidence

22/03/2020 Print Script

**5/6**

**Circus in the Sky** **1E**  
**16 Robertson Street**  
**Glasgow** **1TF**  
**G2 8DU** **1K**

E-mail: [circus.sky@voho.co.uk](mailto:circus.sky@voho.co.uk)  
Web: [www.circusinthesky.co.uk](http://www.circusinthesky.co.uk)  
Social media: @cits

 **1L**

**1F**

**0P**

Task 1 Quest for Adrenaline! [Redacted]

[https://sqa-ai.assessor.rm.com/tools/CandidateEnquiry/PrintDocument.aspx?CSID=1091847&PageCount=\[Redacted\]9468&pbcc=&UR...](https://sqa-ai.assessor.rm.com/tools/CandidateEnquiry/PrintDocument.aspx?CSID=1091847&PageCount=[Redacted]9468&pbcc=&UR...) 5/37

22/03/2020

Print Script

4/9

**Circus in the Sky**

As the Admin Assistant, you will regularly use electronic communication when helping organise the Circus in the Sky tour.

**Terminology:**

Favourites	Where you can save website you use frequently so they are easy to find.	1T
Intranet		0T
Search Engine	Where you can search for any website and you are given a selection of websites related to your search.	1T

**Word Processing/Desktop Publishing Software:**

1	One Feature is lots of information can be stored in one place.	0T
2	Another feature is it can be accessed by multiple different people.	0T
3	Another feature is it can be updated by anyone who has been given access.	0T

Customer Service is a priority for us. If good customer service is not provided, there may be significant consequences:

Example	<i>The organisation spends time dealing with customer issues, leading to reduced productivity.</i>	
1	The company will spend more money employing new employees meaning profit may go down.	0T
2	The company will gain a bad reputation as unhappy will talk about their experiences.	1T
3	The company may lose loyal, long serving customers as they may become dissatisfied with the company.	1T

Task 2

22/03/2020 Print Script

Outlook x +  
Calendar  
outlook.office365.com/calendar/View/week

Search  
Today ← → May 31 - June 6, 2020

Week v Shares Print

Jun 1 Mon 2 Tue 3 Wed 4 Thu 5 Fri 6 Sat

Primary School Acrobatic Skills  
Safety Inspection

12p  
1p  
2p  
3p  
4p  
5p  
6p  
7p  
8p  
9p  
10p  
11p

Task 3

2/6

1P

OR

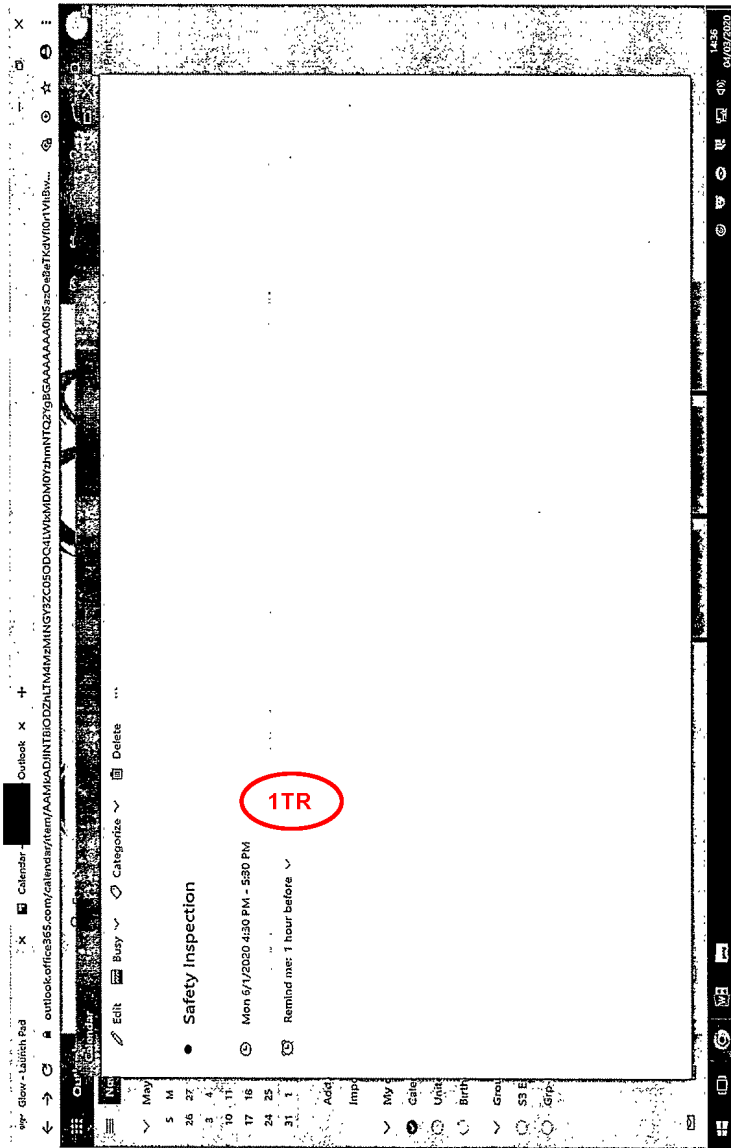
OM

OM

https://sqa-ai.assessor.rm.com/tools/CandidateEnquiry/PrintDocument.aspx?CSID=1091847&PageCount=34&...8&pbcc=&UR... 9/37

22/03/2020

Print Script



task 3

22/03/2020 Print Script

5/17/2020 to 5/23/2020  
Calendar

**Sunday, May 17, 2020**

[Redacted]  
Sun 5/17/2020 8:00 AM - 8:30 AM

**Monday, May 18, 2020**

Posters Collected OT  
Mon 5/18/2020 8:00 AM - 8:30 AM

task 3 [Redacted]

[https://sqa-ai.assessor.rm.com/tools/CandidateEnquiry/PrintDocument.aspx?CSID=1091847&PageCount=34&\[Redacted\]&pbcc=&U...](https://sqa-ai.assessor.rm.com/tools/CandidateEnquiry/PrintDocument.aspx?CSID=1091847&PageCount=34&[Redacted]&pbcc=&U...) 11/37

22/03/2020

Print Script

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# Acrobatic Skills Workshop

Workshop Stations	Details
Juggling	Learn the art of juggling by starting with scarves and moving on to beanbags. This activity is excellent for hand-eye co-ordination. Participants will develop basic throwing and catching skills.
Happy Hula	Learn the art of hula hooping. Participants will cover waist hooping, lifts, vortexes, body rolls, throws, jumps and more. This provides a solid foundation for participants to develop their own style.
Tightwire	Learn the art of balance by walking along a suspended broad beam. Participants start with ground balancing activities, then move on to broad beam assisted walking, working towards unassisted walking.
Ezee Trapeze	Learn the art of trapeze, including rope and aerial skills. Kids will enjoy an adrenaline-filled activity with self-confidence rewards. <b>OR</b>
AcroBalance	Learn the art of balancing on and with other to create different shapes. Participants will improve core strength and flexibility as well as learning teamwork and trust. <b>OK</b>
Stilt Walking	Learn the art of walking on mini-stilts. Participants will move comfortably in each direction on their "legs". This activity is a great tool to build body awareness and balance. <b>OK</b>

## What to Wear

Wear comfy, layered, snug clothing. Wear socks and have legs covered. Don't wear skirts or shorts, unless these are over leggings. All jewellery will need to be removed.

Benefits		
EDUCATION	SOCIAL	PHYSICAL
Improves: <ul style="list-style-type: none"> <li>• Mathematic Skills</li> <li>• Physics</li> <li>• Performance</li> <li>• Concentration</li> <li>• Creativity</li> <li>• Problem Solving <b>OB</b></li> </ul>	Improves: <ul style="list-style-type: none"> <li>• Confidence</li> <li>• Self Esteem</li> <li>• Teamwork</li> <li>• Communication</li> <li>• Patience</li> <li>• Persistence</li> </ul>	Improves: <ul style="list-style-type: none"> <li>• Co-ordination</li> <li>• Flexibility</li> <li>• Reflexes</li> <li>• Rhythm and Timing</li> <li>• Balance</li> <li>• Body Orientation</li> </ul>

1P

task 4

22/03/2020

Print Script

6/10

**Circus in the Sky**  
**16 Robertson Street**  
**Glasgow**  
**G2 8DU**

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Web: [www.circusinthesky.co.uk](http://www.circusinthesky.co.uk)  
Social media: @cits



0H

RF/EF

1R

Wednesday 4<sup>th</sup> March 2020

Head Teacher  
Marystone Primary School  
Benadrove Road  
Marybank  
HS2 0CH

Dear Head Teacher

FREE ACROBATIC SKILLS WORKSHOP

1S

We are touring Scotland this year with our 2020 Circus in the Sky show. We will be in Stornoway delivering one show-stopping, acrobatic performance per night in our big tent between 2-4 June 2020 at Lews Castle.

We realise the important and challenging job a Primary Teacher has in order to cultivate the potential of each young person in their care, particularly in such financially demanding times. This is why we would like to use our skills, while in Stornoway, to help.

Circus in the Sky will be holding a free Acrobatic Skills Workshop for young people between 5-10 years of age on Monday 1 June 2020 from 12.30 pm to 3.30 pm. Young people will meet our team of performers and listen to a highly motivational and inspiring talk from our Ring Master. They will then rotate around 6 workshop stations, where they will learn different acrobatic skills.

Please find enclosed a flyer providing details of the activities at each workshop station. It also outlines the educational, social and physical benefits for participants and details of appropriate clothing they should wear to ensure both comfort and safety.

We hope Marystone Primary School will be able to take advantage of this opportunity and join us for this unique and exciting event. We have a range of videos on our website that showcase our previous tours and free acrobatic skills workshops. Feel free to watch these to give you an idea of the skills our acrobatic team have and how effective our workshop is.

Task 5

22/03/2020

Print Script

1PB

Our dedicated team will ensure that your young people have an experience they will never forget.

If you are able to attend, please e-mail us at [circus.sky@yoho.co.uk](mailto:circus.sky@yoho.co.uk) by 18 May 2020 and provide us with approximate numbers of participants.

We look forward to hearing from you and hopefully meeting you on the day.

Yours sincerely

0CC

Rosa Fedigan  
Tour Manager

0E

1K

1P

EXAMREFERENCE

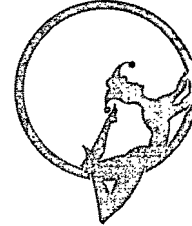


22/03/2020

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RF/EF

Wednesday 4<sup>th</sup> March 2020

«Job\_Title»  
«School\_Name»  
«Address\_1»  
«Address\_2»  
«Postcode»

1M

Dear Head Teacher

**FREE ACROBATIC SKILLS WORKSHOP**

We are touring Scotland this year with our 2020 Circus in the Sky show. We will be in Stornoway delivering one show-stopping, acrobatic performance per night in our big tent between 2-4 June 2020 at Lews Castle.

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OM

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Task 5

22/03/2020

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We look forward to hearing from you and hopefully meeting you on the day.

Yours sincerely

Rosa Fedigan  
Tour Manager



EXAMREFERENCE

22/03/2020 Print Script

5/6

Outlook - Launch Pad X Mail X Outlook X +

Outlook - Google Chrome  
outlook.officeappscentral.com/mail/launch?version=2020022803.158&popup=1&lanboobstrap=1

1R

1A

OK

1C

1U

1S

Re: Flyer

This message was sent with High Importance.

Wed 3/4/2020 3:09 PM

Filedock

Dear Rosa and Michael,

Here is a copy of the updated flyer for you.

Yours sincerely

Admin Assistant

From: [redacted]@s.org.uk  
Sent: Wednesday, March 4, 2020 2:57 PM  
To: [redacted]@s.org.uk  
Cc: [redacted]@s.org.uk  
Subject: Re: Flyer

Dear Rosa and Michael,

Last month

Flyer

Mon 2/17

Here is a copy of the updated flyer for you.

Yours sincerely

Admin Assistant

15:08  
04/03/2020

Task 6 [redacted]

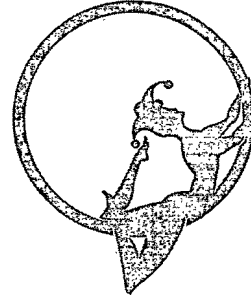
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22/03/2020

Print Script

3/4

# Circus in the Sky Tour in Stornoway



1TF

OK

**Ticket cost-**  
**Adults- £18**  
**Concessions-£14**  
**Ticket enquiries-**  
**E-mail: [circus.sky@yoho.co.uk](mailto:circus.sky@yoho.co.uk)**

1F

**Date- 2<sup>nd</sup> to 4<sup>th</sup> June  
2020**  
**Time- 7pm to 9pm**  
**Location- Lews Castle  
Stornoway**

**Our Details**  
**E-mail: [circus.sky@yoho.co.uk](mailto:circus.sky@yoho.co.uk)**  
**Web:**  
**[www.circusinthisky.co.uk](http://www.circusinthisky.co.uk)**  
**Social Media: @cits**

## Quest for Adrenaline!

1P

Task 7



22/03/2020

Print Script

3/7

# Circus in the Sky

OK

## Lews Castle Stornoway

2<sup>nd</sup> - 4<sup>th</sup> June

7pm - 9pm



1PB

Task 8

### Circus in the Sky Tour Dates

0B

1R

VENUE	DATES
Benbecula	9-12 June 2020
Inverness	16-19 June 2020
Kirkwall	23-26 June 2020
Aberdeen	7-10 July 2020

With special thanks to our Ringmaster - Mr Magnus Fields.

#circusinthesky

Task 8

22/03/2020

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**ACT ONE**

Phillipe Kovac  
(Tightrope Walker)

1M

Martin Lopez  
(Aerial Silk Artist)

Roberto Lecini and Salvatore Spaan  
(Acrobatic Aerial Artist and Drummer)

Luca Fasano  
(Stunt Performer)

Act One Finale

0G

**ACT TWO**

Laney Duda  
(Juggler)

Yann Garric  
(Flame Thrower)

Mabel the Marvel  
(Trapeze Artist)

Juan Carracedo and Mindy Boyer  
(Hula Hoop Trapeze Artists)

Act Two Finale

0P

Task 8

Task 8

Task 8

Task 8

22/03/2020

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05/03/2020 **5/12**

**1L**

### Circus In The Sky

**OTS** 2<sup>nd</sup> – 4<sup>th</sup> June 2020  
Lews Castle, Stornoway  
7pm-9pm

**OSF** **0A**



### Welcome

Welcome to 'Circus in the Sky', an adrenaline-fuelled stunt action show that is sure to wow our audiences!

Before the show begins, please pay attention to the following important messages about our performance and venue.

**OK**

**1D**







### Cafe

**OM**

Please visit our cafe before the show starts or at the interval. We have a range of food/drinks on offer including:

- Variety of soft drinks
- Bottles of water
- Ice cream
- Popcorn
- Candy floss
- Hot dogs
- Nachos

### Headline Performers

Magnus Fields Ringmaster		Martin Lopez Aerial Silk Artist	
Phillipe Kovač Tightrope Walker		Yann Garric Flame Thrower	
Mabel the Marvel Trapeze Artist		Laney Duda Juggler	

**OPH**

### Where Next?

Venue	Dates
Berbecla	9-12 June 2020
Inverness	16-19 June 2020
Kirkwall	23-26 June 2020
Aberdeen	7-10 July 2020

**1CP**

### Important Information

**OK**

- Keep all personal belongings with you at all times.
- Report concerns immediately to staff member.
- Identify your nearest emergency exit.
- If you fire alarm sounds leave via your nearest emergency exit.

**1HF**  
Stornoway 2020

**1P**  
1

22/03/2020

Print Script

5/5

2D

From Stonoway Lewis Ferry Terminal, Stonoway HS  
via Matheson Rd/A657

7 min (1.7 miles)  
Fastest route

Stonoway Lewis Ferry Terminal  
Stonoway HS 2AE

Take Shell St to James SWA866 in Scotland  
2 min (0.3 mi)

At the roundabout, take the 2nd exit onto James SWA866  
56 s (0.2 mi)

At the roundabout, take the 1st exit onto Matheson Rd/A657  
2 min (0.5 mi)

At the roundabout, take the 2nd exit onto Macaulay Rd/A657  
16 s (0.10 mi)

Drive to your destination  
2 min (0.5 mi)

Lewis Castle  
Lewis Castle Grounds, Stonoway HS2 0XP

These directions are for reference purposes only. You may find that construction projects, utility work, or other events may cause conditions to differ from the map results, and you should plan your route accordingly. You may also see signs or notices regarding road work.

A package reminder from Google  
The Skyper for Business Browser Helper add-on from Microsoft Corporation is ready for use

REVIEW

Enable Don't enable

09:31 05/03/2020

task 10



22/03/2020

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22/03/2020

1N

Stromway Gazette  
Unit 7, Cromwell Street Quay  
Harbour View  
Isle of Lewis  
Stromway  
HS1 2DF  
01851 702687

Find Us

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Contact Us

Editorial Contacts

Trending

1 Council Leader to face Code of Conduct hearing on March 18

0844 05002903

task 10

Get discovered - Claim your Google Ads credit\* today.

AEROSPACE INSPIRED CARBON FIBRE

CS&L

22/03/2020 Print Script

**1B**

**Stormoway ↔ Benbecula**

Round trip · 8.1 · Economy

Selected flights

Departing flight · Fri, 5 Jun

15:05 · Stormoway Airport (SYV)  
Travel time: 30 m

15:35 · Benbecula Airport (BEB)

Loganair · Economy · S449 5F 940 · LH 155

Average speed: 76 km/h

Change flight

Total price from **£197**

Share

task 10

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22/03/2020 Print Script

Round trip · **1** · Economy

**Glasgow ↔ Stornoway**

Selected flights

Departing flight · **Mon, 1 Jun**

10:35 · Glasgow Airport (GLA)

Travel time: 1 h 5 m

11:40 · Stornoway Airport (SYR)

Loganair · Economy Embraer ERJ-145 LN 472

Average legroom (79 cm)

Change flight

Total price from **£205**

Share

Google

task 10