

Year 10 Functional English

Week Beginning 29th June 2020



LO:

To be able to write my date of birth in different formats



First, show me how much you remember from last week!

1. Write your title, initial(s) and surname on a piece of paper.
2. Write your address under your name - don't forget the commas and the capital letters.
3. Sign your signature under your address.

Mrs M Shaddock
59 Somewhere Drive,
Sidcup,
Kent.
DA14 4PS

Maryon Shaddock

What is your date of birth?



- It is the day, month and year you were born.

Why do you need to know it?



- So you can remember your birthday!
- So that it can be matched to official documents that prove you are who you say you are.
- So other's know when you are legally able to do certain things.



How do we write our date of birth?

There are lots of different ways to write it and different forms that we fill out may ask us to complete it in different ways.

Therefore, it is important that we can write our date of birth in all the different formats that we might encounter.

What is your date of birth?

Day	Month	Year
▼	▼	▼

What is your date of birth?

DD	MM	YYYY
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For example: 31 12 1970

Date of birth

For example: 04 28 1986

Month	Day	Year

Dr Michael Woods

13 Helford Avenue, Warwick, N3Z K46

07964729370
woods@gmail.com

DoB: 25th of January 1971

Education

1991 – 1993

The University of Manchester
BSc Accounting (1:1)

Date of birth in full

- This means write the day (in numbers), the month in full and the full year you were born.
- Example:

28th April 1961

Write your full date of birth onto your paper or in a chat - remember the names of months start with a capital letter!

Numerical date of birth

- This means write your whole date of birth in numbers.

- First you write the day

Example: 28

- Then write the month

Example: 04

- Then write the year

Example: 1961

The numbers are separated by a / or a .

Examples: 28/04/1961

28.04.1961

The months and their numbers:

January = 01

February = 02

March = 03

April = 04

May = 05

June = 06

July = 07

August = 08

September = 09

October = 10

November = 11

December = 12

Write your numerical date of birth using both / and then .
either onto your paper or as a chat message to me

Numerical date of birth with shortened year

Sometimes a form may only ask for 2 digits for your year of birth. In this case only write the last 2 numbers.

For example

28/04/61 or 28.04.61

Write your shortened numerical date of birth using both / and then . either onto your paper or as a chat message to me

American date of birth

In The United States of America they write the month before the day all the time!

So today would be 06/29/2020.

This means you may be asked to provide your date of birth in this format.

Example: 04/28/1961 or 04.28.61

Write the American format for your date of birth onto your paper or as a chat message to me.

D.o.B or Birth Date

Sometimes people will ask you to fill out your date of birth by writing it out in full:

Date of Birth

However, sometimes they abbreviate it to:

D.o.B. or D.O.B. or DOB or DoB

Sometimes they change it around and ask for:

Birth Date

They all mean the same thing and you just need to write or type in your date of birth in the format they ask for.

Filling out forms

Many forms that you may need to fill out will have boxes for your date of birth. You fill them out with the correct number of characters in each box in the format they have asked for.

2. Personal Details

Surname		Title	
Forenames			
Date of birth		National insurance number	
Current address		Postcode	
Home address		Postcode	
Address – next academic year		Postcode	
Email address*			
Home tel no		Mobile tel no	

2 Personal details—to appear on the passport

a Child's name
This must be the child's current name at the time the application is lodged.

Family name
RA FEE

Given names
MOHAMMED

b Child's birth details
The child must present their Australian birth certificate or if born overseas, their Australian citizenship and foreign birth certificates.

Male ☒ Female ☐ Date of birth (DD/MM/YYYY) **3 1 / 0 8 / 2 0 0 8**

Town or city of birth as shown on birth certificate
STIRLING

Country of birth (will not appear on passport)
A U S T R A L I A

Application for Job A

Individual

First Name

Last Name

Date of Birth (DD/MM/YYYY)

Gender (Sex) ☐ Male ☐ Female

Mental Status ☐ Single ☐ Married

Passport No.

NPIC No.

Contact No.

Staffordshire Credit Union Limited

Membership Application

Number

Surname/Family Name

Other Names

Home Address

Home Telephone

Date of Birth

National Insurance No

Title

Postcode

Mobile

Email

Number of people living in your household

Adults ☐ Children ☐

EMPLOYMENT APPLICATION

Please complete this form USING BLACK OR BLUE INK and write within the boxes in CAPITAL LETTERS. Mark appropriate answer boxes with a CROSS. Start at the left of each answer space and leave a gap between words.

Personal Information

First Name

Surname

Date of Birth

Gender ☐ Male ☐ Female

Contact Information

Residential Address

Phone

Mobile

Fax

APPLICATION FOR A U.S. PASSPORT
Please Print Legibly Using Black Ink Only

Attention: Read WARNING on page 1 of instructions

Please select the document(s) for which you are applying:

☒ U.S. Passport Book ☐ U.S. Passport Card ☐ Both

The U.S. passport card is good valid for international air travel. For more information see page 1 of instructions.

☒ 28 Page Book (Standard) ☐ 52 Page Book (Non-Standard)

Note: The 52 page option is for those who frequently travel abroad during the passport validity period and is recommended for applicants who have previously required the addition of visa pages.

1. Name Last
ANASTASIO

First Middle End #

ERNEST **JOSEPH**

2. Date of Birth (mm/dd/yyyy)
07 04 1995

3. Sex ☒ M ☐ F

4. Place of Birth (City & State if in the U.S., or City)
MY BIRTH CITY, DC

5. Social Security Number
123 45 6789

6. Email Address (e.g. my_email@domain.com)

7. Priority

8. Mailing Address: Line 1: Street/RFD#, P.O. Box, or URB.
123 MAIN ST

Homework Tasks

- Practise writing your date of birth at least once everyday.
- Practise writing your date of birth in each different format during the week.
- Continue to practise your address and signature 3 everyday.
- You do not need to send your work to Mrs Shaddock, but she will ask your parents next week how you are doing with these tasks.



See you next Monday

