



Ten Golden Writing Tips

- 1 Always stick to the topic of your essay. (Don't write about anything else.)
- 2 Write to the point and avoid repetition. (Don't use words/phrases similar to those you have already used.)
- 3 Use key sentences in your draft text. (Build up your essay around them.)
- 4 Give a general view (what some/most people think about the topic).
- 5 Give a personal view (your opinion – you may agree or disagree with the others).
- 6 Tell a short story or give examples (from your life or general knowledge).
- 7 Write in three distinct paragraphs: short lead-in, long main part, short conclusion.
- 8 Use some standard words (linkers, sentence starters) and useful phrases.
- 9 Fully answer all the questions in order. Use the same words as in the questions.
- 10 Have the given number of words in your composition.

USEFUL EXPRESSIONS / WRITING AN ESSAY

Firstly,... / Secondly,...	• Many people say that...	• But / because / so / and
Then,... / After that,...	• According to...	• While... / When... / If...
Finally,... / In the end,...	• On the other hand,...	• Both... and...
To conclude,... / To sum up,...	• In comparison with...	• However... / Nowadays...
The benefits are...	• For example,...	• There is... / There are...
The drawbacks are...	• In my opinion...	
	• I think... / I believe...	



WRITING

A Group-work activity

Write a detective story in 80-90 words. Use past simple and past continuous with *while* and *when* and some useful words/phrases from the *Everyday English* table.

- In the first paragraph introduce the setting and the characters.
- In the second paragraph develop the story with events, and write more about the characters.
- In the third paragraph bring the story to its end.
- Finish with the moral or a proverb/saying.

- B** Write about your experience of group work. What do you like/dislike about it? First list four good and four bad things about group work. Then organise your ideas into two paragraphs. Use the linking words **so**, **but**, **because** and **and**. Write in 1st person plural (use **we**).

Good things (pros)

- 1 _____
- 2 _____
- 3 _____
- 4 _____

Bad things (cons)

- 1 _____
- 2 _____
- 3 _____
- 4 _____

- C** **Homework Using the Internet – for and against**

The Internet is a useful and interesting place, but it can be dangerous, too. Write down four benefits and four drawbacks of using the Internet. Then organise them into two paragraphs.



TEACHER'S WORKSHEET

Worksheet 3	Writing an Essay
Year	7/8
Topic	Writing an essay
Key language	Writing tips for students with useful expressions and practice
Aims	Providing writing tips for students and useful words/phrases that they can use in paragraph writing; doing a few writing tasks using the tips and the words/phrases given
Duration	90 minutes
Procedure	<p>Lesson 1: Ss first read ten golden writing tips and a box with useful words and phrases. They then need to write a detective story in paragraphs (group work) using the past simple and continuous as well as some useful words/phrases from the table. Group leaders read the texts at the beginning of the next lesson.</p> <p>Lesson 2: Ss write about good and bad sides of group work (eight sentences) and organise them into teams using linking words. Before writing, they have to agree on the statements. Volunteers read.</p>
Correlation	Croatian (Essay)
Homework	Ss write two paragraphs on Internet use (benefits and drawbacks)
Answer key	<p>Possible answers in Exercise B:</p> <p>'Good things' (pros)</p> <ol style="list-style-type: none"> 1 We learn and have fun at the same time. 2 Better students can help the weaker ones. 3 We learn about working in a team, which will prove useful in future. 4 We can do more because we are working with others. 5 We learn the language, but we can be more creative than usual. <p>'Bad things' (cons)</p> <ol style="list-style-type: none"> 1 We all get the same marks, although we don't put in the same effort. 2 It's hard to agree on the groups. (Some are weaker than others.) 3 There is conflict of interests. (We don't all like the topic or our roles.) 4 If the task is too creative, we waste time deciding what to do. 5 We are more relaxed, so we talk more about other things.