

Sample answers for Writing tasks

TEST 1, WRITING TASK 1

SAMPLE ANSWER

This is an answer written by a candidate who achieved a **Band 6.0** score. Here is the examiner's comment:

The candidate has addressed all three bullet points, though there is room for extension of each one. The tone is appropriate and the purpose of the letter is clear. Information and ideas are arranged coherently and there is effective use of cohesive devices [*Firstly* | *Additionally* | *Consequently*]. The range of vocabulary is adequate for the task and although there are errors in word choice [*expose* / *express* | *trans FERENCE* / *transfer*] and several spelling errors [*develope* | *recquired* | *enormuusly* | *sincerelly*], the meaning is still clear. There is a mix of simple and complex sentence forms and although there are errors in both grammar and punctuation, these do not impede communication. Extension of the main ideas, a wider resource in both vocabulary and range of grammatical structures, along with fewer errors in spelling, grammar and punctuation would lift this script above Band 6.

Dear Mr Smith,

The purpose of this letter is to expose my interest of working during half year in the company's head office.

Firstly, I would like to mention that I have developed efficiently my. Additionally I have performed accurately the role that I have been doing over the last years. Consequently, I would like to learn about other areas in the company, and I would appreciate the opportunity of being involved in new challenges.

If that could be possible. I would like to train my assistant. She could develope the tasks that I have been doing as well as me. Moreover, I can confide un her. She has a wide knowledge and the capability to develope any task related to my job. Not only she could do my job but also she could have my advice at any time that it would be recquired.

I would enormuusly appreciate if you could have the possibility of arrange overseas my trans FERENCE to the head office in the company.

Your sincerelly

TEST 1, WRITING TASK 2

SAMPLE ANSWER

This is an answer written by a candidate who achieved a **Band 6.5** score. Here is the examiner's comment:

The candidate addresses all parts of the task and presents a clear position throughout the response. Main ideas are presented, supported and expanded, especially in the second paragraph. Organisation is logical and there is generally clear progression throughout, but linking within and between some sentences is occasionally faulty or weak [... *in danger. Because ... | commit crimes. So, bad sequences ... | be imposed. Because it is not good ... | at night, however*]. The range of vocabulary is sufficient to demonstrate some less common items and some collocations [*pros and cons | safe areas | commit crimes | drugs | rapes | robberies | exempted*]. Spelling errors are rare [*high crime late/rate | cufew*] and there are only occasional examples of incorrect word choice [*from/some background | may/need not be imposed in safe areas | area which/where*]. There is a variety of complex structures, with frequent error-free sentences. Grammar and punctuation are generally well controlled.

In some regions of America, a 'curfew' seems to be imposed although it has not been imposed in Japan for many years. There should be from background to impose a curfew and this essay will discuss pros and cons about it.

First of all, curfews may not be imposed in safe areas. Safe areas mean that the crime rate is low. If teenagers go out at night in the area which there are many crimes happening, they would be involved and be in danger. Because they do not know how to protect themselves from possible dangers of crimes. Also, it is possible that teens might commit crimes due to the fact they are curious about everything and they are easily involved to their friends. In addition, high crime late sometimes means that parents' interest about education is low. Therefore children get interested in crimes, drugs, rapes, robberies instead of studying. Consequently, children will not get good jobs and will become poor, then will commit crimes. So, bad sequences will be repeated. In such situations, it may be necessary to impose a curfew.

However, there may be a opinion that a cufew should not be imposed. Because it is not good idea to restrict children's action and children's freedom should be respected instead. I agree with this idea to some extent. If a teen is less than 15 years old, they should not be outside after 9 o'clock. However, teens over 15 years old can understand what is wrong.

In conclusion, in a dangerous area teenagers might be restricted to go out at night, however ages over 15 can be exempted. What is more important thing is to educate people including parents. Otherwise, situations will not change.

TEST 2, WRITING TASK 1

SAMPLE ANSWER

This is an answer written by a candidate who achieved a **Band 7.0** score. Here is the examiner's comment:

This letter establishes the background to the meeting, thus creating a context for what is to follow. The purpose is clear, the tone is both consistent and appropriate (formal), and each of the bullet points is highlighted and developed. Organisation is logical and there is a clear progression throughout the response. There is also an appropriate range of cohesive devices [*According to* | *However* | *Taking into consideration* | *Considering*]. There is a sufficient range of vocabulary to allow some flexibility; there is good use of less common items and evidence of collocation [*facilities* | *hotel amenities* | *dissatisfied with* | *stale* | *tough and undercooked* | *abdominal discomfort* | *favourable reports* | *negative feedback*]. There are only occasional spelling errors. The writer uses a variety of complex structures and does so accurately, showing good control over both grammar and punctuation.

Dear Sir or Madam,

I am writing in connection with a meeting which was organised in your hotel on the 1st November for the employees of the 'Avanta' company. According to the feedback given by the guests they thoroughly enjoyed hotel facilities, particularly the outstanding design of the building and furnishing, as well as the quality of reception and transfer provided.

However, in spite of the overall contentment with hotel amenities the participants of the meeting reported being dissatisfied with the quality of food served for lunch. All colleagues agreed on the fact that the food was stale, especially bread and some of the salads, and the meat was tough and undercooked. One of the guests complained about having abdominal discomfort after the lunch, though not leading to any serious problems.

Taking into consideration the abovesaid, we would appreciate it if you establish a better control over the kitchen and the cooking process. Considering all favourable reports that were heard about the hotel so far we are not going to leave any negative feedback officially. We hope that this was simply a misfortunate accident and the fame of your hotel will not suffer from it.

Faithfully yours,

TEST 2, WRITING TASK 2

SAMPLE ANSWER

This is an answer written by a candidate who achieved a **Band 5.5** score. Here is the examiner's comment:

The candidate addresses both parts of the task, but does not develop them sufficiently to achieve a higher score. Some of the response (about his/her personal experience) is not relevant. Information is presented with some organisation and there is some sense of progression, but the response would achieve a higher rating if it was better organised and used paragraphs to develop the different parts of the answer. The range of vocabulary is just about adequate for the task [*problem with weight* | *fitness club* | *GYM* | *practise sports*], but there are spelling errors in even quite simple words [*than/then* | *cheep/cheap* | *laizy/lazy* | *famoust/famous*]. The range of structures is limited, with frequent use of short, simple sentences. Complex sentences are attempted, but usually contain errors [*Now we can see a lot of people who have problem with weight. | I try don't give up | I can don't go to the GYM | make yourself to do something*] and this sometimes causes difficulty for the reader.

I agree, that many working people not get enough exercise, and than they have health problems. Now we can see a lot of people who have problem with weight. For example in America they have a big problem with this, but another side, they have a lot of fitness club, GYM, and it is cheep to go there. But most of them laizy to do something or they have a lot of work and have no time to practise sports I can't understand it. I think it depends on lifestyle and person. Everywhere you have to work, sometimes on a two jobs, that have money for life, for your family. But you can see for example of the famous people. Everytime they they are busy, but they find a time to practise sport. Not just famoust people, I said it depends on people. I used to practise sport. It started When I was child and I try don't give up because I like it. I can don't go to the GYM, for example, one month, but after I can't sit on the one place and do nothing. I need it, I want to be tired. And now this is my lifestyle and I think, that I never give up. What can be done, that people start to do exercise? First you have to make yourself to do something. For example, do exercise in the morning, after You need to follow what you eat. Because now people like eating fast food, they have no time to cook at home, but it does not matter. And just one day stand up and go to the gym and start to practise. And everything will be okay!

TEST 3, WRITING TASK 1

SAMPLE ANSWER

This is an answer written by a candidate who achieved a **Band 5.5** score. Here is the examiner's comment:

This script directly addresses the requirements of the task: the purpose is clear and all the bullet points are covered adequately, in spite of some irrelevant details. The opening to, and the closure of, the letter are not appropriate however, particularly as the instructions for this task say '*Begin your letter as follows: Dear Sir or Madam,*'. Information is presented in an organised way, helped by the use of paragraphs and appropriate, if basic, cohesive devices [*Today | Now | Also*]. The range of vocabulary is just sufficient for the task, but there are noticeable spelling errors [*wos firghtened | deseeses*] and errors in word formation [*childs*]. There is a mixture of simple and complex sentence structures. Errors occur in some time/tense relationships [*we see/saw | come/came home from school*], but other examples of similar structures are produced correctly [*We walked out the door | My neighbour came out and he saw*].

Dear local authorities,

I am writing because there is a problem with the rubbish collection in my local area. The rubbish has not been emptied from the bins for three weeks and there are rats and flies all over the area.

Today I was going to take my childs school. We walked out the door and arrgh we see a BIG horrid rat. My childs screamed. I wos firghtened and I screamed. My neighbour came out from his house and he saw a big rat too. Oh no this is so bad. Today my childs come home from school but did not want to. If he can stay at school he wants to stay there to not see the rats.

Now there are so many flies. When I went to the bins I saw so many flies. They are dirty with deseeses. Also My neighbour came out and he saw the flies too.

I think you need to empty the rubbish to stop the rats and flies. If not we will get deseeses and be frightened to go out from our house. Please can you come this week and put the rubbish from my bin in to your rubbish collection truck.

Sincerely

TEST 3, WRITING TASK 2

SAMPLE ANSWER

This is an answer written by a candidate who achieved a **Band 7.0** score. Here is the examiner's comment:

The writer addresses all parts of the task and presents a clear position throughout the response. Main ideas are put forward, and are extended and supported for each part of the task. Information and ideas are presented logically and there is a clear progression throughout the script. The writer uses a range of cohesive devices [*Also | this | In addition | Last year | all | too | this film | In conclusion*]. Each paragraph has a clear central topic, which supports the overall sense of progression. The range of vocabulary is sufficient to allow some flexibility [*movie theatre | movies*], to use less common items [*gadgets | popcorn*] and to show awareness of collocation [*meet up | big screen | sound quality | at different times and with different people*]. There are only two spelling errors [*frinds /friends | to gether/together*]. There is a variety of complex structures and many sentences are error free. There is also good control of punctuation.

Some people think that now we can watch movies on gadgets we do not need to attend movie theatre. Some think that to be really liked movies must be seen in a movie theatre. In this essay I will discuss both these views and give my own opinion.

To see films on our tablets and phones there is no need to go to the cinema. On my tablet I see every film I want to see. Also this way is cheap. Each month I pay £9 and I watch many films in my home or on train. If something happen I can stop and do it and later I can watch my film again. I like this and then I fully enjoy it as my stress is not there.

In addition, I like to go the cinema. I like my frinds and me to meet up and go to cinema and if I see my boyfriend I like to go to cinema to see a film to gether. Last year on my birthday many friends and me all went to cinema to gether and we watched Deep Water Horizon. I enjoyed this and my friends too, because the big screen showed more information and because the sound quality was better than at home. May be in my house we will not be so happy to watch this film and see the famous actor. Also, we enjoyed the popcorn and coke we could buy.

In conclusion in my house I like to watch films on my tablet. It is cheap and easy for me, but I also like to go to cinema to see films, especially with friends. Maybe both are good to fully enjoy films at different times and with different people.

TEST 4, WRITING TASK 1

SAMPLE ANSWER

This is an answer written by a candidate who achieved a **Band 5.0** score. Here is the examiner's comment:

The letter does address the task, but the opening is not entirely appropriate e.g. [*Dear friend*] and nor is his introduction of himself to his friend [*Hello, my name is Vernon*]. The use of [*my friend*] as a form of address throughout the answer is also inappropriate. The bullet points are covered, but there is not much information on the last one as the writer only says [*you write him*], rather than explaining how to apply for the job. There is some organisation in the letter as each bullet point is covered in a separate paragraph, but there is little use of cohesive devices and the response is a little repetitive because of a lack of reference or substitution e.g. [*this job | fix computer*]. Vocabulary is fairly basic and spelling errors are noticeable [*Enginer | employes*]. The range of grammatical structures is limited, with frequent errors and although some complex forms are attempted, they too contain errors. Non-sentences also appear i.e. there is no verb [*Computer. | To fix computer. | 9 to 5clock.*].

Dear friend

Hello my name is Vernon. How about this job for you my friend. This job in my local company that might be suitable for you. Computer Enginer. To fix computer. My friend fix computer in my local company. Daytime go to work fix computer not working which is broken. You like computer and at work fix broken computer and all employes learn fix broken computer. If computer broken you fix and help employes learn fix broken computer. How about it.

I know my friend you Study computer and gradate computer May 2013. I know my friend you love computer. The work hours is so good for you my friend. 9 to 5clock. When I hear about this job, it so suitable for you. You is Computer Enginer.

My friend I suggest you to apply for the job. My boss he is kind man. Tomorrow you write him and I tell my boss you is a good man. I tell him you is Computer Enginer.

Regards

Vernon

TEST 4, WRITING TASK 2

SAMPLE ANSWER

This is an answer written by a candidate who achieved a **Band 6.5** score. Here is the examiner's comment:

The candidate gives an extended response to the task, explaining why s/he agrees with the ideas and supporting his/her view with examples. His/her position is clear throughout and summarised briefly at the end. Information is organised logically and there is a clear progression throughout. There is some use of cohesive devices [*Furthermore* | *then* | *Sometimes* | *Also* | *To conclude*] and of reference [*this work* | *what I want* | *what I need* | *This is so terrible*], but the range is not wide. Vocabulary is generally adequate [*tidy and clean* | *in the correct situation*] and even where the word form or choice is incorrect, or spelling is faulty, the meaning is still clear e.g. [*there/their body* | *have his head sewen*/have stitches in this head | *non-tidy/untidy* | *I can suffer embarrassed*/embarrassment]. There is a variety of complex structures with frequent error-free sentences, though also occasional errors in the use of tenses [*a person that come*/came | *he fall*/fell over].

I think it is important to keep my house and my workplace tidy and clean with all things managed and in the correct situation.

Why is this? My home must be tidy to keep my families safe. If my home is tidy and electricity lines and toys and shoes and books are organised and in the correct place no one is going to fall over and do damage to there body. One day my friend Mohsin walked in his home to answer a person that come to his house door. He looked at the door. He didn't look at the floor and he fall over one shoe and then he went to hospital to have his head sewen. Furthermore, if people arrive and my house is non-tidy, then I can suffer embarrassed. My family and my friends like to see my house tidy and clean. I like to see my house clean.

My workplace must be tidy so everything is organised. If my workplace is organised I think I can do more work. I can do this work because all my time is for my work. Sometimes I go to work and all my time I have to spend looking for my work. My desk is dirty and paper is all over the top and my time is taken by looking for what I want to do and what I need to do. This is so terrible and now I think it is important to keep my workplace managed and all things in the correct situation. Also, if I need to find pens or pencils it is easy when organised.

To conclude in a nutshell keep house and workplace tidy is a good thing because I can find my things, my family like it, it is safe.