

Scholars' School & College
Writing Part: Syllabus-(January -March)
Class-IX
English-1st Paper
Prepared by Ismail Hossain

Paragraph:
A Good Citizen

A person who maintains the rules and regulation of the country and practice discipline in life can be considered as a good citizen. A good citizen is an asset of a country. He does not ignore his responsibility. He works to promote virtues and acquire knowledge. He knows what to do if the situation demands. He comes forward to help the helpless and the people who need cooperation. He is hard working. He is a patriot and his love for the country is immense. Whenever the country needs his participation in any work that is important for the country, he does not hesitate to dedicate his service for it. He is aware of the rules and regulation of the country. He does not break the law and order of the country. He always inspires other people to love the country and tries to make the people active and enthusiastic for the betterment of the country. A good citizen so to say a man of self-motivated, responsible, dedicated to the country. Every country needs such a citizen.

Climate Change

Climate Change is the most discussed issue in the present world and it attracts the attention of all walks of people in locally and globally. Environmental scientists and activists are mostly concerned about the rapid changes of climate. The parameters that determine the climate at a particular area are the rainfall, humidity, wind, sunshine and temperature. Generally, Climate change refers to long term changes in climate including average temperature and rainfall. Earth's climate is changing and this is causing great concern. The changes place in the atmosphere have become one of the serious threats that world faces today. Mostly human activities are responsible for climate change. Human induced activities are burning of fossil fuel, deforestation, leading of luxurious life, industrial activities etc. These activities enhance the emission of greenhouse gases (methane, carbon-di-oxide, sulfur-di-oxide etc.). Greenhouse gases emission to an extent that nature system is now not able to assimilate these gases. As a result, the earth becomes warm and increases temperature, rate of melting of snow and ice in polar region. Serious consequences will be a rise in sea levels, which will endanger coastal areas and small islands. Climate change has started endangering biodiversity, food and fresh water supply, impacting human health worldwide, especially in developing countries like Bangladesh. Mass awareness about environment and contribution of international community in reducing greenhouse gas emission can lessen the devastating change of climate.

Informal Letter:

A letter to a friend congratulating him/her on his/her brilliant result.

4/24, R. K. Mission Road, Dhaka

22nd March, 2020

Dear Shams,

I have got your result. I am very happy that you have done excellent result in your final examination. I heartily congratulate you on your grand success.

I am proud of you. My parents are also very happy to hear of your result. Your success is really remarkable. You worked hard. You did not waste your time. You avoided bad company. I am happy over it. Your parents and teachers must be feeling proud of you. My result will be published within a few days. I hope it will be satisfactory.

When are you coming to visit us? We will celebrate your success on your arrival.

No more today.

Yours truly

Writing Informal Email:

An e-mail of thanks to your friend for sending a nice present.

From: lubnayeasmin32@gmail.com

To : srabonti12@yahoo.com

Sent: March 22, 2020, 7.16 pm

Subject: thanking note for sending gift

Dear Srabonti

Hope you are hale and hearty. I am fine. Yesterday I received your letter and gift box. Although you are living thousands of kilometers away, you do not forget my birthday. Your sweet note of wishing delighted me so much. It is loving touch of a friend. Thank you so much for the watch. It is so valuable for me. I shall preserve it as a treasure for me. My heartfelt love. Convey my regard to your parents.

Write to me now and then.

Your friend

Lubna

Writing Dialogues:

Between you and your friend about the importance of using dictionary.

Mamun: Hey Disha! How are you?

Disha : I'm alright. What about you?

Mamun: I'm fine as well. Hey friend; how is your preparation for the Spelling Bee competition that is about to come?

Disha: Yes, I have! I learnt for it with the help of my Dictionary.

Mamun: Me too, it's of great use. I can also learn the meanings of word along with the spelling, pronunciation. We can acquire knowledge just not only for the competition but also for my future use.

Disha: Absolutely! It is important as well. It helps us with new words, synonyms, acronyms and the way we should apply words, the dictionary proves itself to be important.

Mamun: I know. You're right! It's so useful, we get multiple benefits by just reading it. It's a lot of information. It not only helps us with writing, but also with communication.

Disha: Even a lot of schools, including ours, provide us with dictionaries from first grade, to enrich our Knowledge and vocabulary.

Mamun: Yes, they do. We even use it as a great source of reference whenever we need information to anything regarding words, their meaning and pronunciation.

Disha: I have a great idea! Let's go to my home, we'll get my dictionary and start preparing together for the competition, we will not need to worry about it when the exams start, right?

Mamun: Of course, my mom told me to be at home by 4:00, as soon as I finish tea, I will be at your home by 5:00 to learn.

Disha: Sounds like a plan, great idea. See you by 5:00 then.

Mamun: Awesome! See you, Bye!

Disha: Bye, See you!

Paragraph:

A Railway Station

The world is a transient rest-house in which we all are strangers. This is perhaps the best suitable word for a railway station, which is characterized by short-lived stay of people coming in and going out. It is a place

where a train stops for a while and then leaves again. Passengers get down and get into a train from a railway station. A large number of people come here every day to go to their destinations by a train. There are waiting rooms for male and female passengers. There are ticket counters, the booking office for goods, restaurants, book stalls, station master's room etc in a railway station. A railway station is a noisy place. There are different types of shops. They sell foods, fruits, newspapers, books, toys, stationeries and so on. Hawkers are also very active here. They shout to sell their goods. There are a large number of porters here to carry luggage. Sometimes passengers become victim of pick-pockets and harassment of the porters. When a train arrives, the station becomes busier. When a train leaves the station, it becomes calm and quiet again.

A Rickshaw Puller

The man who pulls a rickshaw for money is a rickshaw puller. A rickshaw puller is a familiar to cities, towns and villages in Bangladesh. He usually lives in a slum in poor condition. His dress is very shabby. His income is very poor. He supports his family through much hardship. Most of the rickshaw-pullers do not have their own rickshaws. He toils hard. In all weathers good and bad he is seen carrying passengers. He demands more when the weather is very hot or foul. Sometimes he tries to cheat passengers. But most often he is cheated by passengers. A rickshaw puller is seen sleeping on his rickshaw beneath a tree or sitting idly on his rickshaw when he cannot manage passenger. Though he drives rickshaw from morning till late night, he leads a very miserable life. He cannot enjoy peace and happiness. If he becomes sick, he cannot pull his rickshaw and cannot earn. So, he and his family starve. If he can earn more than his expectation, his face smiles. But this opportunity is very rare in his life.

Informal Letter:

A letter to a friend expressing condolence at his/her father's death.

16/F, Road-4, Dhanmondi, Dhaka

22nd March, 2020

Dear Saud,

I cannot believe that uncle is no more. When I heard the news, drops of tear fell from my eyes. I wept. I was in profound grief. He was very loving to me. He always treated me as his son. He was always a guide and guardian to me. In my last meeting with him, I learnt he has had mild stroke but he was quite fresh at that time. I don't know how I console you. I only want to say you, please realize the reality of life. Remember it is destiny of life. We must know the saying, "What is lotted cannot be blotted." You are the youngest son of your father and you were very affectionate to him. Take this affectionate touch as a touch of strength to progress in life. In fact, we have no escape from death. One day we all will have to touch the dust of death. May, Allah give you strength to tolerate this loss.

Yours truly

Jamal

Writing Informal Email:

An e-mail to a friend in USA thanking him/her for writing you a happy birthday note.

From: nazifa320230@gmail.com

To : srabonti12@yahoo.com

Sent: March 22, 2020, 7.16 pm

Subject: thanking note

Dear Srabonti,

Hope you are hale and hearty. I am fine. Yesterday I received your letter and gift box. Although you are living thousands of kilometers away, you do not forget my birthday. Your sweet note of wishing delighted me so much. It is loving touch of a friend. Thank you so much for the watch. It is so valuable for me. My heartfelt love for you all. Reach my regard to your parents.

Write to me now and then.

Yours truly
Nazifa

Writing Dialogues:

Between you and a foreigner who has come to Bangladesh for the first time.

Foreigner : Excuse me.

Myself : Yes!

Foreigner : May I seek your help?

Myself : Certainly. How can I help you?

Foreigner: Very nice to meet you. I want the address of a hotel.

Myself: Are you first time in Bangladesh?

Foreigner: Yes, this is the first time I have come to Bangladesh from America. I am a tourist.

Myself: Well, there are many hotels in Dhaka. What type of hotel do you want to stay?

Foreigner: I want a hotel of good quality that will provide all modern facilities.

Myself: There are many luxurious hotels. In this case I will suggest you to go to Hotel Rupashi Bangla. It is in the middle of the town. You can move anywhere easily from this hotel.

Foreigner: How can I go there? Is it so far from here?

Myself: No. It is not so far from here. Please hire a taxi which will cost you only 3 dollars.

Foreigner: Would you please tell me how I can visit the tourist spots in Bangladesh?

Myself: There are many tourist guides in our country. If you tell the manager of the hotel, he will help you.

Foreigner: I am really grateful to you. I highly appreciate your help and cooperation.

Myself: It is my pleasure. May your visit in Bangladesh be pleasant.

Foreigner: I am really glad to meet you. Thank you very much.

Myself: You are most welcome. Good bye.

Paragraph:

Tree Plantation

Tree plantation means planting and looking after trees. Tree plantation or forestation has become essential to increase the number of trees. Trees are so useful for us. We get fruits, woods, timber and many other things. Yet they are being destroyed due to industrialization and urbanization. An area devoid of trees will go barren and turn into a desert in course of time. Because of deforestation various natural calamities are

occurring now and then. Due to Green House effect, all the low-lying parts of the world may go under water. To get relief of this disaster great number of trees can be planted in the unused lands, river-beds and beaches, around houses, ponds and canals, on both sides of roads and highways and also on valleys and slopes of hills. June and July are the most suitable period for tree plantation in our country. To stress the importance of forestation, the government has declared the first of July as the "Tree Plantation Week". We use timber to make houses and furniture. If this rate of deforestation continues, soon earth would be unfit for habitation and our existence would be quite impossible. In this crucial moment, only tree plantation can save us. Realizing this, all the countries of the world are taking steps to ensure tree plantation widely.

Informal Letter:

A letter to a friend describing sports day of your school.

301 Tali office Road

Dhaka-1209

15th January, 2012

Dear Rashed

I hope you are fine. I am fine too. Many days I did not receive any letter/any sweet note from you. I don't know why. I am sure you will not depress me later. Today I would like to share my joys with you which I enjoyed last few days. I was so busy to help my sports day. You may know our sports day means a grand occasion. It is an expensive and gorgeous program. Our school field is decorated colorfully. Our chief guest was our education minister. You must know I am a very good in athletic. I work hard to become good runner. In our annual sports day, I could perform accordingly and achieved first place in relay race and 100-meter sprinter. I had a target to win at least three prizes. I did near about that. It was really a happy day for me. When the chief guest called me to the winner ring, I was very much excited. I pray to Allah that He might give me strength to win more.

No more today

Your friend

Selim

Writing Informal Email:

An e-mail to your friend describing your experience of a plane journey that you have recently enjoyed.

From: kamal210230@gmail.com

To : arifzaman@yahoo.com

Sent: November 22, 2019, 7.16 pm

Subject: sharing experience of plane journey.

Dear Arif,

I hope, you are well by the grace of Almighty Allah. The day before yesterday I received your letter. Thank you very much for recalling me by your sweet note. You wanted to know why I did not write to you. I am sorry for not writing to you. Today I am sharing with a sweet experience of my life. You may know I went to Singapore last September. It was my first visit to abroad as well first experience of plane journey. My younger brother and me went to the airport about 3 hours before the departure time of our plane. We were checked in and our luggage were sent by the belt. We were given boarding cards. We entered into passengers' lounge. Our plane took off at 1:00 am. As it was midnight, I could not see outside. I only could see the planes at the airport when our plane was taking off. It was really very charming to me. Our plane took off and we were all given guideline instruction by the air stewards. They instructed us how to sit and how could we tie our seat belts. They showed us emergency safety systems. After that all the lights were off. I was thinking that I was making journey by a luxurious bus. Our plane reached Singapore Airport at

early morning. The morning sun was seen and the glowy light looked so nice to me. I looked around the airport. It is so beautiful airport. Everywhere there are beautiful things and sights. We got down from the plane. We had to walk long way to cross the immigration. We walked at 2-3 kilometers. We were enchanted seeing the beauty of the airport. After passing all formalities of immigration, we left the airport. It was so beautiful and remarkable plane journey. I enjoyed the journey very much. No more today. Write to me now and then.

Your friend
Kamal

Or.

From: masudbhuiya210230@gmail.com

To : taponsis22@yahoo.com

Sent: November 22, 2019, 7.16 pm

Subject: sharing experience of plane journey

Dear Tapon,

I hope, you are well by the grace of Almighty Allah. The day before yesterday I received your letter. Thank you very much for recalling me by your sweet note. You wanted to know why I did not write to you. I am sorry for not writing to you. Today I am sharing with a sweet experience of my life. You may know I went to Chattagram last September. It was my first experience of plane journey.

During my last summer vacation, I got an opportunity to meet my elder brother living in Chattagram. He heartily appreciated me for my brilliant result and gave a surprise. He sent me an air ticket. However, on the scheduled day I went to the airport two hours earlier and after all the formalities I was given a boarding card. Then I got into the plane. The captain announced that he would soon taking off. After a pause, the plane started taxiing. Then slowly it began to race down the runway and after a while with a jerk, it took off. We were all given guideline instruction by the air stewards. They instructed us how to sit and how could we tie our seat belts. They showed us emergency safety systems. After that all the lights were off. As it was day I could see outside view through the window. I looked out from my window and saw buildings, people and trees looking like miniatures. The roads and streets seemed to be snake. The rivers, canals also seemed to be so. However, within the very shortest time I along with other passengers reached our destination. It was short journey but it was so interesting to me. No more today.

Yours truly,
Masud.

Writing Dialogues:

Dialogue Between Two Friends on Greenhouse Effect

Sujon: Hello Sojib!

Sojib : Hello! How are you?

Sujon: Fine. What about you? What are you doing?

Sojib: I am reading an article on greenhouse effect.

Sujon: Oh, Good! The world's temperature is undergoing a significant change.

Sojib: Yes. I know it.

Sujon: It is alarming that the world's temperature is increasing day by day.

Sojib: You are right. It causes global warming.

Sujon: What is the main cause of global warming? Do you know the cause of it?

Sojib: Yes, global warming is caused by the increased amounts of carbon dioxide around the earth. And the greenhouse effect is the most likely cause of global warming.

Sujon: What may be the effect of global warming?

Sojib: It may reduce mankind's ability to grow food, damage or destroy wildlife. I may cause raise of sea levels, and thereby flood in coastal areas.

Sujon: Oh! I see. It has many negative impacts on mankind and animals.

Sojib: Exactly! So, all of us including the government should come forward to take immediate measures to get rid of these disasters.

Sujon: You are right. We must save the world to save ourselves. Thank you.

Sojib: You are most welcome.

আপাতত উপরের লেখা অংশের প্রস্তুতির জন্য বলা হলো, ছোট খাট ভুল ক্ষমা যোগ্য

For studying/preparing story it is mandatory to write from book or guide. Just build up the story and give a good title. (Ismail sir)

Completing Story:

1.Honesty is the Best Policy

Title – A POOR FARMER AND HIS GREEDY WIFE

There lived a poor but worthy farmer in a village. With the small income of his few acres of land, he used to support himself, his wife and seven children. One day while walking through fields, he was thinking of how he could add to his income. Suddenly he found a purse of gold dropped by passer-by. He looked around and he saw none. He took the purse and went home. He showed it to his wife. He told her that it was his sacred duty to find the owner of the purse. His wife was greedy and she didn't agree with her husband. She suggested her husband to keep the purse. The farmer was adamant to find the owner of the purse. After a big quarrel, he went out to find out the owner of the purse. He went out to find the owner of the purse. He walked a long way and saw a house where a function going on. He entered into the house. It was a marriage celebration house. He tried to observe the people of the house. He peeped through the window and saw that some members of the house were crying. He asked a man what happened and why they cry. The man told that the older member had lost his bag on the way to house. The farmer then went to the man and told him about the purse. There was a roar of triumph in the house. They all celebrated the farmer with great honour. They entertained him and the rich man gave him 20000 taka. He also expressed his gratitude once again to the farmer. He committed to help him any need. The farmer went to his house with great satisfaction.

Moral/Message: Honesty is best policy.

Title – AN HONEST BOY

Once a school boy named Asif was going home after completing his school. On his way home, he came across a bag of money. He stopped and looked around. He found nobody coming along the way. He took the bundle and went to his house. He showed the money to his mother. His mother was an honest man. She advised her son not to spend the money. She also told him to try to find the owner of the money. Next day when he was going to school, he saw a man weeping sitting on a brick. He went to him and asked him why he wept. The man told that he lost his money on his way to market. The boy admitted that he got the money. He returned the money to the poor man. The poor man hugged with the boy and went to his house with him and went back the money. He offered him some money but the boy did not take any money from the poor man. The poor man was so happy to him. He wished the boy from his heart and prayed to almighty for his happy life. The boy became higher educated and he is one of the rich men of his village.

Moral/Message: Allah (God) always reward and honest man.

Title: THE WOODCUTTER AND THE WATER FAIRY

Once there lived a poor woodcutter. He used to cut tree in the woods. One day he was cutting wood on the bank of a river. His axe fell down in the river. The river was deep. The woodcutter began to weep. He wept and wept sitting beside the shore. In the meantime, a fairy called him and asked him why he wept. The woodcutter told her everything. The fairy dived in the water and came with an axe made of gold. The woodcutter said that it was not his axe. The fairy then dived in the water and came with another axe. The woodcutter said that it was not his axe. The fairy again dived in the river and brought another axe. The woodcutter further told that it was not his axe. The fairy then brought the original axe and this time the woodcutter said that it was his axe. The fairy was very pleased for the honesty of the woodcutter and gave him another two axes as gift. Thus, he became rich.

Moral/Message: Honesty is best policy.

Honesty is the best policy

Hazrat Abdul Kader Jilani was going to Bagdad for higher education. He was accompanied with some merchants. Baghdad was far away from his home. On his starting day his mother told him not to tell a lie. After twelve days journey, a group of robbers attacked at their ship. They snatched away everything from the merchants. The leader of the robbers told that Abdul Kader was mere a boy. He might not have anything valuable. The boy Abdul Kader shouted that he had some gold coins. He told them that he had the gold coins in his shirt collar. The robbers found the gold. But they were astonished to Abdul Kader. They asked him why he told about the gold coin which they didn't see. He told them that his mother had taught him to speak truth always. The robbers felt sorry and returned him the gold coins. They promised they would not tell a lie in future. They gave up robbery forever.

The Ant and The Dove

On a hot day of summer, an ant was searching for some water. After walking around for some time, she came near the river. To drink the water, she climbed up on a small rock. While trying to drink a water, she slipped and fell into the river.

There was a dove sitting on a branch of a tree who saw an ant falling into the river. The dove quickly plucked a leaf and dropped it into the river near the struggling ant. The ant moved towards the leaf and climbed up onto it. Soon, the leaf drifted to dry ground, and the ant jumped out. She looked up to the tree and thanked the dove.

Later, the same day, a bird catcher nearby was about to throw his net over the dove hoping to trap it. An ant saw him and guessed what he was about to do. The dove was resting and he had no idea about the bird catcher. An ant quickly bit him on the foot. Feeling the pain, the bird catcher dropped his net and let out a light scream. The dove noticed it and quickly flew away.

Moral: If you do good, good will come to you. One good turn deserves another.

Describing Graphs and Charts:

1. A graph on the importance and usage of English.
2. A pie chart on the interest of the students of a secondary school in different subjects.

Completing Story:

1. Where there is a will there is a way.

Title – A THIRSTY CROW

One day a crow became very thirsty. He flew here and there in search of water. At last he found a pitcher at a distance. The crow flew to it. He found that the pitcher contained little water. The crow thrust his beak into the pitcher. But he could not reach the water which lay at the bottom. He tried to overturn the pitcher. But his strength was not equal to the task. Just as he was about to give up in despair, he flew to find a source to get water. Suddenly he saw some pebbles far away of the pitcher. He thought if he put the

pebble into the pitcher the water would come to the mouth of the pitcher. So he put pebbles one after another into the pitcher. After a while the water came near the mouth of the pitcher. Thus the crow quenched its thirst.

A THIRSTY CROW

Once a thirsty crow was flying to and fro in search of water but he didn't find any source of water to quench his thirst. After a long fly, he saw a jar near a house. The crow looked into the pitcher and saw some water in it. The water was at the bottom of the jar. He tried his best to reach his beak (‡VvuU) to the bottom of the jar. Then he tried to overturn the jar but could not. He was helpless. He noticed pebbles near the jar. He put pebble in the jar one after one and at last some water came at the mouth of the jar. The crow drank water and quenched his thirst.

Message: Necessity is mother of invention.

King Midas

Title – KING MIDAS AND HIS GOLDEN TOUCH

Once upon a time there was a king called Midas. He was extremely fond of gold. Although he had a lot of gold, he wished to god to have a golden touch so that he could be able to make everything gold. A wise god granted his wish promptly. One day while he was sitting under an apple tree, he saw an apple. When he touched the apple, the apple changed into gold. The king was surprised to realize his golden touch. When he touched his chair, it also changed into gold. The king went his home and called his loving daughter. When she came, the king hugged her and she became gold. The king didn't expect this. He was astonished to see that. He then prayed to god to turn his daughter as his loving daughter. But alas! It didn't happen. The king began to weep and again entreated the god to give back his daughter. The king begged pardon to the god. The at last relieved him from his crisis. Thus he could realize his greed for money.

Moral/Message: Excessive greed brings disaster.

Describing Graphs and Charts:

1. A chart on the choice of profession by different educated people.
2. A pie chart on the percentage of a family's household income distributed into different categories.

Completing Story:

Who will bell the cat?

There was an old house in a village. There lived a number of mice in that house. the master of the house was very annoyed and made a plan to get rid of them. He brought a cat to kill the mice. The mice were so distressed by the way the cat was persecuting them that they called a meeting to decide upon the best way to get rid of this perpetual annoyance.

Many plans were discussed and rejected. At last a young mouse got up and proposed that a bell should be hung around the cat's neck so that they might always know in advance when she would be coming and thus be able to escape her. This proposal was greeted with great applause and approved immediately by everyone at the meeting.

Thereafter, an old mouse, who had sat in silence during the entire proceedings, got up and said that he considered the entire plan ingenious and that it would undoubtedly be quite successful. But he still had one short question to put to the other mice. He said, "Which one of them was to put the bell around the cat's neck"? No one dared to. And thus, their plan to hang a bell failed.

Message: Elders are experienced and wise.

Slow and steady wins the race.

Long ago there lived a hare in a jungle. A tortoise also lived nearby. The hare always feel pride in his fast speed. But the tortoise was slow in his speed. So, the hare always insulted the tortoise for his slow speed and used to challenge him to defeat in a race.

Hearing such nasty challenge, the tortoise felt dishonored and one day he accepted the challenge. They went to a fox and requested him to be the judge of the race. The fox agreed and fixed a date.

On the fixed day, the race began. The hare and the tortoise started running. After a few minutes the hare covered more than a mile. He looked back and found the tortoise far behind him. So, he decided to take some rest. On the contrary, the tortoise ran at a stretch. At one time he found the hare sleeping under a tree and passed him silently.

When it was afternoon, the hare woke up and started running faster. But alas! It was too late. The tortoise had already touched the winning point.

The hare felt shameful and said himself, "Slow and steady wins the race. Pride never brings any success."

Describing Graphs and Charts:

1. A chart on rights of a citizen.
2. A diagram on educated girls.

STEPS ***for writing a*** ***graph description***

Step #1

Read the title and labels on the graph as well as the instructions.

- Note down 2-3 synonyms for key words/phrases.
- Write your introductory sentence, trying not to copy any phrases.

Step #2

Analyze the information in the graph, looking at the overall trend(s).

- Write the rest of your introduction, explaining the main trend(s).

Step #3

Plan your body paragraphs (probably one paragraph for each main trend).

- Draft a topic sentence for each body paragraph.

Step #4

Choose the most important details that will support your statement(s) of main trend(s).

- Write the rest of the body paragraphs.
- Remember to include key figures from the data.

Step #5

Think about how to restate the main trend(s) in the graph using different words.

- Write your conclusion, paraphrasing the main trend(s).

Step #6

Proofread your description. Check:

- Grammar: Accuracy of noun phrases and verb phrases, correct verb tenses & prepositions.
- Organization/coherence: Linking words and variety of phrases/conjunctions.
- Content: Is the information accurate and detailed enough? Do the details support the topic sentences?

Prepared by **Julie Groves**

11/16/2009 □

Now try this process yourself, with a different graph. Work through the 6 steps. When you have finished, compare your answer with the sample answer (below).

(Note that this is not the only possible answer, nor the only possible way to describe the trends in this graph.)

Sample Report 2 – Model Answer

The graph shows the number of immigrants to New Zealand from various parts of the world for the month of August in the years 2007 to 2009. Different trends can be seen for people arriving from North America, Asia and Europe, while immigrants from Mainland China showed the greatest

increase as well as made up the largest proportion of immigrants throughout most of this time period.

The figures for people moving to New Zealand from different regions of the world showed diverse tendencies. The numbers of North American immigrants firstly peaked at a little over 150 for Canada and just under 400 for the USA in August 2008, then declined by around 60 to 80 the following year. Long-term arrivals in New Zealand from two European countries showed a continuous slight rise, with numbers of French and Germans reaching around 70 and 310 in 2009 respectively. In contrast, the figures for permanent arrivals from two Asian regions, Hong Kong and Mainland China, showed completely different trends. The number of Mainland Chinese immigrants grew sharply, almost doubling from about 300 in August 2007 to approximately 550 in 2009, comprising the largest group by 2009, around twice the size of the groups from America and Germany. On the other hand, numbers of Hong Kongers settling in New Zealand remained stable at roughly 50 per year, only around one-tenth the numbers of Mainland Chinese in 2009.

To sum up, areas in three different continents displayed different trends. The numbers for mainland Chinese immigrants rose most dramatically and in 2009 represented the largest group, while Hong Kongers comprised the smallest numbers. (267 words)

**Prepared by
Ismail Hossai**

Writing task one: pie charts

You will be given one or more pie charts. Your task is to describe the information given in the graph by writing a 150 word report. You are not asked to give your opinion. You should spend around 20 minutes on the task.

What is being tested is your ability to:

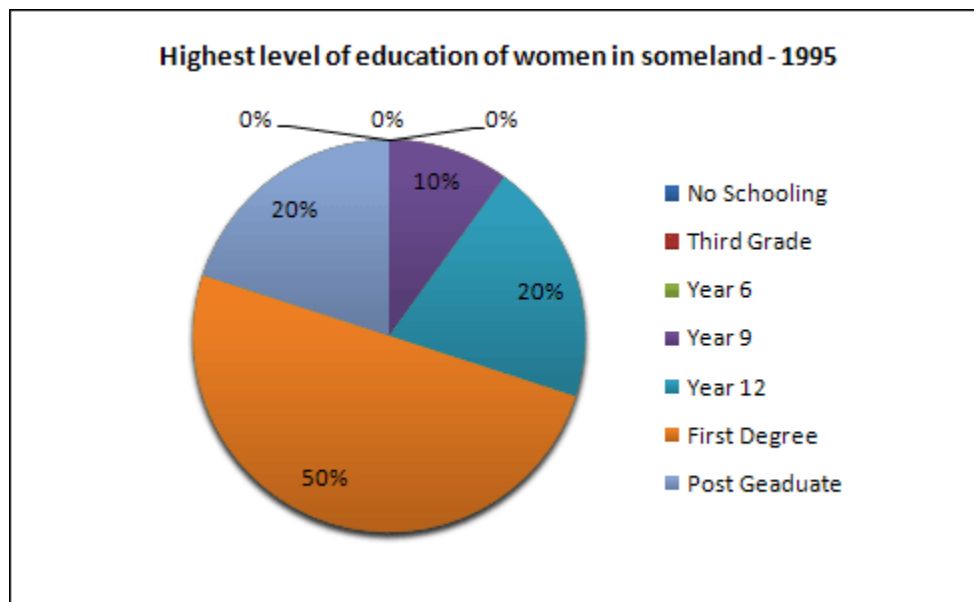
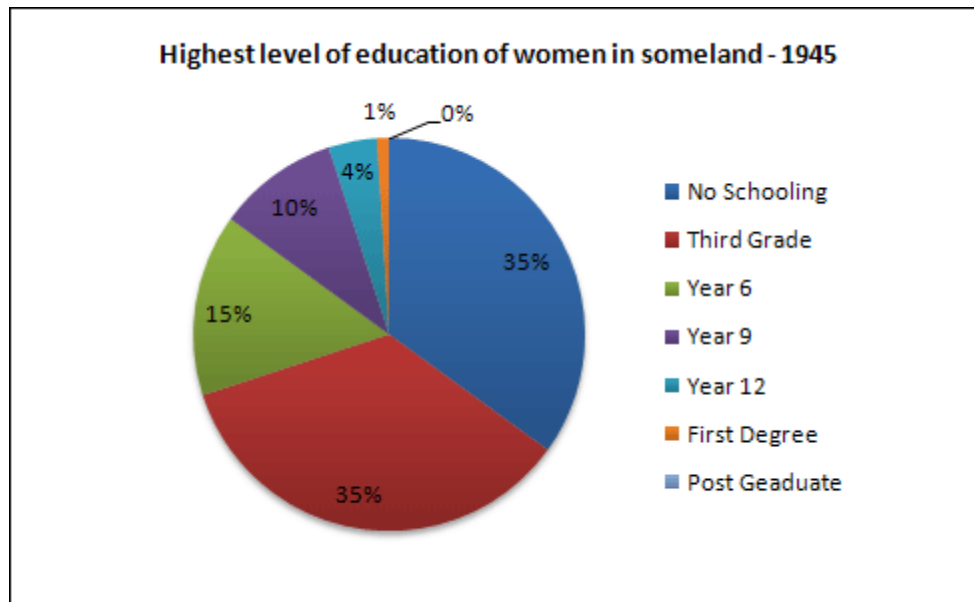
- objectively describe some graphic information
- compare and contrast
- report on an impersonal topic without the use of opinion
- use the language of graph description

Sample task

You should spend about 20 minutes on this task.

Write a report for a university lecturer describing the information in the graphs below.

Write at least 150 words.



Sample answer 1

The pie charts compare the highest level of education achieved by women in Someland across two years, 1945 and 1995. It can be clearly seen that women received a much higher level of education in Someland in 1995 than they did in 1945.

In 1945 only 30% of women completed their secondary education and 1% went on to a first degree. No women had completed post-graduate studies. This situation had changed radically by 1995. In 1995, 90% of women in Someland had completed secondary education and of those, half had graduated from an initial degree and 20% had gone on to postgraduate studies. At the other end of the scale we can see that by 1995 all girls were completing lower secondary, although 10% ended their schooling at this point. This is in stark contrast with 1945 when only 30% of girls completed primary school, 35% had no schooling at all and 35% only completed the third grade.

In conclusion, we can see that in the 50 years from 1945 to 1995 there have been huge positive developments to the education levels of women in Someland.