

002 Intermediate Language Leader Writing Components Summary

Unit	Theme	Assignment	Title	Objective(s)	Skill	Page(s)	Quiz	Exam
1	Personality	Writing an Essay of Comparison	Men are better ____ than Women or Visa Versa	Structures and Linkers	Presenting a Balanced Argument	14 &15	1	Midterm Final
2	Travel	Writing a Biographical Profile	Thor Heyerdhal (Explorer)	Structure and Linkers	Writing from Notes	24 & 25	1	Midterm Final
3	Work	Write Cover Letter and CV	Applying for a Vacancy in Shape Shifters, (Health Club) Head office	Organising Cover Letter and CV	CV and Letter Writing	34 & 35	1	Midterm Final
4	Languages	Write Bar Chart Report	Percentage of Population using English as First and Second Language	Interpreting Charts	Chart Reading and Report Writing	46 & 47	2	Midterm Final
5	Advertising	Letter defending use of TV advert on Road Safty	Open Letter to Newspaper Editor	Writing Formal Letters/Letters of Complaint	Presenting points of view/Persuading and Letter Writing	56 & 57	2	Midterm Final
6	Business	Write an Email using W.R.I.T.E.S. formula	Formal/informal Emails	Using appropriate Language for emails.	Various email formats	66 & 67	3	Midterm Final
7	Design	Write a Report Comparing two Cameras	Pros and Cons of two similar Cameras	Language of Comparison and Evaluation	Comparing and Recommending	78 & 79	3	Final
8	Education	Writing a reply Letter to an Inquiry about an Academic Course	Reply Letter of Information	Formal Letter Format	Langauge and Letter Formatting	88 & 89	3	Final
9	Engineering	Write an Article on Production Stages and Launch of new Motobike	Motor Bike Production and Launching	Process Writing and using Passive Tenses	Structure and Language for Process Writing	98 & 99	4	Final
10	Trends	Write to describe Changes and Trends in Charts	Household Types and Trends	Words and Phrases to describe Trends and Changes	Analysing Charts and describing Changes & Trends	110 & 111	4	Final
11	Arts and Media	Write a Report on a Festival	How to Improve Festival for Next Year.	Learning to Make Generalisations	Report Writing and Language used for Generalisations	120 & 121	4	Final
12	Crime	Writing a Witness Statement/Story	Witnessing a Car Crash	Cause and Effect/Results of Situations	Language of Results and Cause and Effects. Descriptions	130 & 131		Final