

WRITING

The Writing Sub-Test consists of **TWO** tasks: Task 1 carries **FOURTY** marks. Task 2 carries **SIXTY** marks.

You are advised to spend no more than 60 minutes on this paper.

Task 1.

You recently had your car repaired and now it is not working properly.

Write a letter to your mechanic and in your letter,

- Introduce yourself*
- Explain the problem*
- And say what you need him to do*

*Write your **letter** in an appropriate style and format in **150 words** on your answer sheet*

Task 2.

Answer the following question based on the theme.

Do you agree or disagree with the following statement? All students should be required to study art and music in secondary school. Use specific reasons to support your answer.

*Write your opinion in an appropriate style and format in **250 words** on your answer sheet.*

Task 1.

As a teacher, you would like to take your students on a field trip to a museum.

Write a letter to the museum manager and in your letter

- introduce yourself*
- say what you are planning to do and why*
- and finally ask for a discount*

*Write your **letter** in an appropriate style and format in **150 words** on your answer sheet*

Task 2.

Answer the following question based on the theme.

In the fight against crime, police forces and governments are increasingly using security cameras in public places. Some people are opposed to this, saying that it invades our privacy.

Discuss both these views and finally give your opinion.

Write your opinion in an appropriate style and format in 250 words on your answer sheet.

Task 1.

Write a letter to a colleague who is hospitalized at the moment.

In your letter you should

- *ask about his/her health*
- *let him/her know what changes occurred since he/she has been hospitalized*
- *also try to make him/her happy in some ways*

Write your letter in an appropriate style and format in 150 words on your answer sheet.

Task 2.

Answer the following question based on the theme.

Some people believe citizens should be allowed to carry handguns in order to protect themselves, while others think this can lead to many social security problems in the society. What's your opinion? Use specific reasons to support your answer

Write your opinion in an appropriate style and format in 250 words on your answer sheet.

Task 1.

You and classmates have been trying to find a book for a while and the book is out of stock.

Write a letter to the publisher. Write a letter and in your letter

- *say why you need the book*
- *mention what the problem is*

• *and ask the publisher to republish the book or provide you with copies of the book.*

*Write your **letter** in an appropriate style and format in 150 words on your answer sheet.*

Task 2.

Answer the following question based on the theme.

Some people believe that starting school at an earlier age is very beneficial for children, while others believe that children must stay home and attend school at the age of 7.

In your opinion, what are the advantages of attending school before the age of 7?

Write your opinion in an appropriate style and format in 250 words on your answer sheet.

Task 1.

Write a resignation letter to your manager to let him know that you have started to cooperate with another company.

In your letter,

- *Let him know the exact time that you are leaving*
- *the actions you took in order not to cause the company any problems*
- *and also let him know that you appreciate the time you cooperated with the company.*

*Write your **letter** in an appropriate style and format in 150 words on your answer sheet.*

Task 2.

Answer the following question based on the theme.

Research is an essential part of completing assignments.

Write a report for a course tutor suggesting some good places to obtain useful information. Give reasons for your choices.

Write your opinion in an appropriate style and format in 250 words on your answer sheet.

Task 1.

You are about to leave your company. Write a farewell letter to one of your colleagues, in your letter,

you should write

- *let him know that you are leaving*
- *also let him know how much you appreciate the time you have been working together*
- *let him/her how he/she can contact you at your new place*

*Write your **letter** in an appropriate style and format in **150 words** on your answer sheet*

Task 2.

Answer the following question based on the theme.

Do you agree or disagree with the following statement? Self-confidence is the most important factor for success in school or at work. Use specific reasons and examples to support your opinion.

*Write your opinion in an appropriate style and format in **250 words** on your answer sheet.*

Task 1.

There is an institution, that is offering a free journalism course and you have applied for it. They want to talk to one of your friends who knows you well as a reference.

Write a letter to your friend in your letter,

- *explain the situation*
- *say why you chose him as a reference*
- *ask him if you can give them his/her name as a reference*

*Write your **letter** in an appropriate style and format in **150 words** on your answer sheet.*

Task 2.

Answer the following question based on the theme.

Many students think school classes are boring and useless.

*What are the factors leading to this problem?
Use specific reasons to support your opinion.*

Write your opinion in an appropriate style and format in 250 words on your answer sheet.

Task 1.

You have recently moved to a new company and you want to write to the manager.

In your letter,

- introduce yourself,*
- mention what you have done since you moved to the company*
- and ask to meet the manager to discuss your needs and concerns.*

Write your letter in an appropriate style and format in 150 words on your answer sheet.

Task 2.

Answer the following question based on the theme.

It has recently been announced that a new high school may be built in your community.

Do you support or oppose this plan? Why? Use specific reasons and details in your answer.

Write your opinion in an appropriate style and format in 250 words on your answer sheet.

Task 1.

One of your neighbor's children has accidentally broken the front window of your car.

You should write a letter to his/her parents and in your letter you should

- introduce yourself*
- explain how it happened*
- and what they should do.*

Write your letter in an appropriate style and format in 150 words on your answer sheet

Task 2.

Answer the following question based on the theme.

Some people believe hunting animals as a sport should not be illegalized while others disagree.

What's your opinion? Use specific reasons to support your opinion.

Write your opinion in an appropriate style and format in 250 words on your answer sheet.

Task 1.

You recently received your grade from your instructor and you are dissatisfied with your score.

Write a letter to your instructor and

- introduce yourself.*
- let him know that you are dissatisfied with your grade.*
- mention the reasons to convince him that you deserve a better grade.*

*Write your **letter** in an appropriate style and format in 150 words on your answer sheet*

Task 2.

Answer the following question based on the theme.

Many parts of the world are losing important natural resources, such as forests, animals, or clean water. Choose one resource that is disappearing and explain why it needs to be saved. Use specific reasons and examples to support your opinion.

Write your opinion in an appropriate style and format in 250 words on your answer sheet.

Task 1.

One of your friends has just had a twin and for some reason you cannot go visit them in their town.

You should write a letter to your friend and in your letter you should

- congratulate them on the new-born babies*
- explain why you cannot go visit them*

- *offer to help in case they need help.*

*Write your **letter** in an appropriate style and format in **150 words** on your answer sheet*

Task 2.

Answer the following question based on the theme.

Humans are producing an increasing amount of trash everyday and the world is becoming full of the landfills we use to get rid of our trash.

In your opinion, how can recycling save the environment and help the people on Earth?

Use specific reasons to support your opinion.

*Write your opinion in an appropriate style and format in **250 words** on your answer sheet.*

Task 1.

*You recently went shopping at a department store and you were **disrespected by one of the employees.***

*Write a complaint letter to the sales manager of the department store
In your letter you should*

- *let him/her know about the rude behavior of the clerk*
- *clearly state how it happened*
- *and tell the manager about the bad behavior.*

*Write your **letter** in an appropriate style and format in **150 words** on your answer sheet*

Task 2.

Answer the following question based on the theme.

A company is going to give some money either to support the arts or to protect the environment. Which do you think the company should choose? Use specific reasons and examples to support your answer.

*Write your opinion in an appropriate style and format in **250 words** on your answer sheet.*

Task 1.

Write a letter to one of your colleagues who has recently been appointed as the new manager of the company.

In your letter you should,

- *introduce yourself*
- *congratulate him/her on the promotion*
- *and ask for an appointment to discuss the problems in your section*

*Write your **letter** in an appropriate style and format in **150 words** on your answer sheet*

Task 2.

Answer the following question based on the theme.

Nowadays almost every student who graduates from high school tries to attend college or university.

Why do you think people attend college or university?

Use specific reasons and examples to support your answer.

*Write your opinion in an appropriate style and format in **250 words** on your answer sheet.*

Task 1.

You just used a website to gain some information about an issue; write an email to the institute and in your letter,

- *appreciate the institute for the informative website*
- *ask if they can help you with your problem in other ways*
- *make some recommendations in order to improve the website.*

*Write your **letter** in an appropriate style and format in **150 words** on your answer sheet*

Task 2.

Answer the following question based on the theme.

You have been told that, dormitory rooms at your university must be shared by two students. Would you rather have the university assign a student to share a room with you, or would you rather choose your own roommate?

Use specific reasons and details to explain your answer

Write your opinion in an appropriate style and format in 250 words on your answer sheet.

Task 1.

You recently heard about the pass-away of your colleague's father.

Write to your colleague and in your letter

- offer your condolences,***
- mention how honorable his father was***
- mention the reasons to let your friend know that you understand the situation.***

Write your letter in an appropriate style and format in 150 words on your answer sheet.

Task 2.

Answer the following question based on the theme.

Some people prefer to plan activities for their free time very carefully. Others choose not to make any plans at all for their free time. Compare the benefits of planning free-time activities with the benefits of not making plans. Which do you prefer—planning or not planning for your leisure time? Use specific reasons and examples to explain your choice.

Write your opinion in an appropriate style and format in 250 words on your answer sheet.

Task 1.

Last night you attended a party thrown by your manager. Write a letter to him and in your letter

- appreciate for the party***
- say that you particularly enjoyed the party***
- and apologize for arriving late at the party.***

Write your letter in an appropriate style and format in 150 words on your answer sheet

Task 2.

Answer the following question based on the theme.

Some people believe that people's choice of leisure activities is to a great extent affected by fashions, while others believe that people still choose their favorite leisure activities regardless of fashions.

With which opinion do you agree? Use specific reasons to support your opinion.

Write your opinion in an appropriate style and format in 250 words on your answer sheet.

Task 1.

Write a letter in response to a job advertisement of a company, in your letter,

- *let them know that their advertisement has interested you,*
- *tell them about your qualifications*
- *and try to convince them that you fit in the position.*

Write your letter in an appropriate style and format in 150 words on your answer sheet

Task 2.

Answer the following question based on the theme.

Some people think that the family is the most important influence on young adults.

Other people think that friends are the most important influence on young adults. Which view do you agree with? Use examples to support your position..

Write your opinion in an appropriate style and format in 250 words on your answer sheet.

Task 1.

You just saw the advertisement of a course in a newspaper and you are willing to attend the course.

Write a letter to the institute; in your letter you should

- *introduce yourself*

- *say why you are interested in the course*
- *and ask for some more information about the course*

*Write your **letter** in an appropriate style and format in **150 words** on your answer sheet*

Task 2.

Answer the following question based on the theme.

In the modern world today the rate of divorce is rising dramatically in most societies. In your opinion what are the most important reasons for getting divorced? Use specific reasons to support your opinion.

*Write your opinion in an appropriate style and format in **250 words** on your answer sheet.*

Task 1.

Write a letter to someone you met at your company's meeting. In your letter you should

- *thank him for taking part in the company's meeting.*
- *try to elaborate on the importance of his role in the meeting*
- *and let him know about another meeting to be held next month.*

*Write your **letter** in an appropriate style and format in **150 words** on your answer sheet*

Task 2.

Answer the following question based on the theme.

*Obesity is turning into a serious national program.
Suggest some solutions, in order to prevent people from getting obese.*

*Write your opinion in an appropriate style and format in **250 words** on your answer sheet.*

Task 1.

You just received a product you had ordered a few days ago. You just found out the product does not work properly.

Write a letter to the company and in your letter

- introduce yourself*
- say what the problem is*
- and mention what action you need the company to take.*

*Write your **letter** in an appropriate style and format in **150 words** on your answer sheet*

Task 2.

Answer the following question based on the theme.

Do you agree or disagree with the following statement? Universities should give the same amount of money to their students' sports activities as they give to their university libraries. Use specific reasons and examples to support your opinion.

*Write your opinion in an appropriate style and format in **250 words** on your answer sheet.*

Task 1.

You are going to throw a birthday party for your new-born son and you are writing to invite your friends.

Write a letter to an old friend of yours and in your letter

- have a warm greeting*
- invite him to the party*
- give him the direction so as to find your new house.*

*Write your **letter** in an appropriate style and format in **150 words** on your answer sheet*

Task 2.

Answer the following question based on the theme.

Nowadays an increasing number of students prefer to extend their studies abroad.

What are the advantages and disadvantages of studying abroad? Use specific reasons to support your opinion.

Write your opinion in an appropriate style and format in 250 words on your answer sheet.

Task 1.

As a public relations manager of your company trying do a public survey on your company's public image, write a letter to your customers. In your letter.

- introduce yourself*
- say what you are trying to do*
- and ask what your customers suggest the company should do to better satisfy the customers*

Write your letter in an appropriate style and format in 150 words on your answer sheet

Task 2.

Answer the following question based on the theme.

Do you agree or disagree with the following statement? Teachers should be paid according to how much their students learn. Give specific reasons and examples to support your opinion.

Write your opinion in an appropriate style and format in 250 words on your answer sheet.

Task 1.

Write a complaint letter to a telephone company and let them know how their services failed to fulfill your expectations.

In your letter you should

- introduce yourself*

- *mention what the main problem is*
- *and say what you want them to do*

*Write your **letter** in an appropriate style and format in **150 words** on your answer sheet*

Task 2.

Answer the following question based on the theme.

The government is planning to set a higher driving age. The law will not allow young people below 21 to drive.

Do you agree or disagree with this scheme? Use specific reasons to support your opinion.

*Write your opinion in an appropriate style and format in **250 words** on your answer sheet.*

Task 1.

Your father underwent a medical operation and now he has completely recovered.

Write a letter to your father's surgeon and in your letter

- *appreciate the surgeon*
- *and explain some of the post-operation complications your father has been facing*
- *ask the surgeon what action you should take.*

*Write your **letter** in an appropriate style and format in **150 words** on your answer sheet*

Task 2.

Answer the following question based on the theme.

A friend of yours has received some money and plans to use all of it either to go on vacation or to buy a car. Your friend has asked you for advice. Compare your friend's two choices and explain which one you think your friend should choose. Use specific reasons and details to support your choice.

Write your opinion in an appropriate style and format in 250 words on your answer sheet.

Task 1.

You have just been qualified for a position in a company. Write a letter to the manager, in your letter you should

- *show your willingness to accept the job*
- *mention when you can start the new job*
- *ask for an opportunity to discuss your employment terms.*

Write your letter in an appropriate style and format in 150 words on your answer sheet

Task 2.

Answer the following question based on the theme.

Some people say that physical exercise should be a required part of every school day. Other people believe that students should spend the whole school day on academic studies.

What are the benefits of exercise? Use specific reasons to support your opinion.

Write your opinion in an appropriate style and format in 250 words on your answer sheet.

Task 1.

You recently travelled to New York and you were completely dissatisfied with the hotel service you stayed at.

Write a letter to the hotel manager, in your letter

- *introduce yourself*
- *mention the problems you had at the hotel during your stay*
- *say what action you need the hotel manager to take*

Write your letter in an appropriate style and format in 150 words on your answer sheet

Task 2.

Answer the following question based on the theme.

Why do you think some people are attracted to dangerous sports or other dangerous activities? Use specific reasons and examples to support your answer.

Write your opinion in an appropriate style and format in 250 words on your answer sheet.

Task 1.

You have had a bank account for a few years. Recently you received a letter from your bank stating that your account is \$240 overdrawn and that you will be charged \$70 which will be taken directly from your bank account. You know that this information is incorrect.

Write a letter to the bank. In your letter

- introduce yourself*
- explain what has happened*
- and say what you would like them to do about it.*

*Write your **letter** in an appropriate style and format in **150 words** on your answer sheet*

Task 2.

Answer the following question based on the theme.

Should governments spend more money on improving roads and highways, or should governments spend more money on improving public transportation (buses, trains, subways)? Why?

Use specific reasons and details to develop your essay.

Write your opinion in an appropriate style and format in 250 words on your answer sheet.

Task 1.

You have already booked a tour of London and for some reason you are not able to take the tour.

Write an email to the travel agency and in your letter

- introduce yourself*
- say why you cannot take the tour*
- apologize for the inconvenience caused.*

Write your letter in an appropriate style and format in 150 words on your answer sheet

Task 2.

Answer the following question based on the theme.

Despite all the government's efforts to decrease the number of car accidents, this number is still on the rise.

In your opinion, how can the government help reduce the number of car accidents?

Use specific reasons to support your opinion.

Write your opinion in an appropriate style and format in 250 words on your answer sheet.

Task 1.

You borrowed some books from your school or college library.

Unfortunately you have to go away to visit a sick relative and cannot return the books in time.

Write a letter to the library.

- introduce yourself*
- explain what has happened*
- and tell them what you want to do about it.*

Write your letter in an appropriate style and format in 150 words on your answer sheet

Task 2.

Answer the following question based on the theme.

Nowadays more and more teenagers are becoming addicted to drugs or alcohol.

In your opinion what are the reasons?

And how can we prevent them from becoming addicted?

Write your opinion in an appropriate style and format in 250 words on your answer sheet.

Task 1.

You are going to take a tour of a historic place. Write an email to a travel agency you usually travel with and in your letter

- *introduce yourself as an regular customer*
- *ask for more information about the city*
- *ask them for more information about the tour (e.g. price, dates etc.)*

Write your letter in an appropriate style and format in 150 words on your answer sheet

Task 2.

Answer the following question based on the theme.

Nowadays many people are trying to earn more and more and to get rich.

In your opinion what are the advantages and disadvantages of being rich and what's your opinion?

Write your opinion in an appropriate style and format in 250 words on your answer sheet.

Task 1.

You want to sell some of your furniture. You think a friend of yours might like to buy it from you.

Write a letter to your friend, In your letter

- *explain why you are selling*
- *describe the furniture*
- *and suggest a date when your friend can come and see the furniture.*

Write your **letter** in an appropriate style and format in **150 words** on your answer sheet

Task 2.

Answer the following question based on the theme.

Some people think that human needs for farmland, housing, and industry are more important than saving land for endangered animals.

Do you agree or disagree with this point of view?

Use specific reasons and examples to support your answer.

Write your opinion in an appropriate style and format in 250 words on your answer sheet.

Task 1.

You recently registered for a course, and you cannot attend the class for some reasons.

Write a letter to your course instructor and in your letter

- introduce yourself*
- explain the situation*
- and say what action you would like to take.*

Write your **letter** in an appropriate style and format in **150 words** on your answer sheet

Task 2.

Answer the following question based on the theme.

Some people believe that we can use animals the way we want while others believe animals have rights and we must respect their rights.

What is your opinion?

Use specific reasons to support your point of view.

Write your opinion in an appropriate style and format in 250 words on your answer sheet.

Task 1.

You live on the fourth floor of a five-storey building which is not equipped with an elevator (lift).

Write a letter to your neighbors and in your letter

- introduce yourself*

- *say what the problem is*
- *ask the neighbors to agree on the installation of an elevator.*

*Write your **letter** in an appropriate style and format in **150 words** on your answer sheet*

Task 2.

Answer the following question based on the theme.

Games are as important for adults as they are for children.

Do you agree or disagree with the following statement? Use specific reasons and examples to support your answer.

*Write your opinion in an appropriate style and format in **250 words** on your answer sheet.*

Task 1.

You have recently opened up a shop in your area and as an advertisement campaign,

you would like to send a letter to all potential customers

- *introduce your shop*
- *introduce your services*
- *and offer a special discount for the new customers*

*Write your **letter** in an appropriate style and format in **150 words** on your answer sheet*

Task 2.

Answer the following question based on the theme.

Many people believe that playing games teaches us about life while others believe that children waste their time by playing games.

What is your opinion?

Use specific reasons to support your opinion

*Write your opinion in an appropriate style and format in **250 words** on your answer sheet.*

Task 1.

You have been faced with an increasing number of wild animals in your neighborhood.

Write a letter to the editor of your local newspaper and in your letter

- introduce yourself*
- say what the problem is*
- and mention what you would like the city authorities to do*

Write your letter in an appropriate style and format in 150 words on your answer sheet

Task 2.

Answer the following question based on the theme.

People work because they need money to live. What are some other reasons that people work?

Discuss one or more of these reasons. Use specific examples and details to support your answer.

Write your opinion in an appropriate style and format in 250 words on your answer sheet.

Task 1.

Write a letter to a friend whom you haven't met for some time.

- let your friend know what is going on to you.*
- also ask your friend to tell you about himself/herself*
- and ask him the questions you want to know.*

Write your letter in an appropriate style and format in 150 words on your answer sheet

Task 2.

Answer the following question based on the theme.

As the first step to combat obesity among students, Health authorities

intend to remove all the unhealthy foods from school canteens and introduce new kinds.

To what extent do you agree with this scheme?

Write your opinion in an appropriate style and format in 250 words on your answer sheet.

Task 1.

You are faced with an increasing workload in your company due to a growth in the number of orders placed daily.

Write a letter to the company manager and in your letter

- introduce yourself*
- explain the problem you are facing*
- and ask if the company could hire a new employee to help you with the job*

Write your letter in an appropriate style and format in 150 words on your answer sheet

Task 2.

Answer the following question based on the theme.

People do many different things to stay healthy.

What do you do for good health? Use specific reasons and examples to support your answer.

Write your opinion in an appropriate style and format in 250 words on your answer sheet.

Task 1.

You saw a job advertisement on a website.

Write a letter and apply for the job;

- let them know your qualifications for the job.*
- also mention the places you have worked for*
- and try to convince them that you are the one they are looking for.*

Write your letter in an appropriate style and format in 150 words on your answer sheet

Task 2.

Answer the following question based on the theme.

In some countries, teenagers have jobs while they are still students.

Do you think this is a good idea? Support your opinion by using specific reasons and details.

Write your opinion in an appropriate style and format in 250 words on your answer sheet.

Task 1.

You have been working for a company for some time, and other rival companies are willing to employ you with a higher salary for all the practical experience you have gained.

Write a letter to your company manager and in your letter

- Explain the situation*
- Say what you would like the manager to do (increase the salary etc)*
- say what action you would take in case the manager fails to meet your demands*

Write your letter in an appropriate style and format in 150 words on your answer sheet

Task 2.

Answer the following question based on the theme.

People should read only those books that are about real events, real people, and established facts.

Do you agree or disagree with the following statement? Use specific reasons and details to support your opinion

Write your opinion in an appropriate style and format in 250 words on your answer sheet.

Task 1.

Write a letter to a magazine and express your opinion about a problem you are faced with in your neighborhood.

In your letter

- introduce yourself*

- *say what the problem is*
- *and recommend a solution to the problem*

*Write your **letter** in an appropriate style and format in **150 words** on your answer sheet*

Task 2.

Answer the following question based on the theme.

Some people believe that comic books are trash and they waste our children's time and energy.

What is your opinion? Use specific reasons to support your opinion.

*Write your **opinion** in an appropriate style and format in **250 words** on your answer sheet.*

Task 2.

Answer the following question based on the theme.

Some parents believe that students must work hard at school and spend their free time learning their school lessons, while others believe that students need to spend their free time playing and developing other skills.

With which opinion do you agree? Use specific reasons to support your opinion.

*Write your **opinion** in an appropriate style and format in **250 words** on your answer sheet.*