

IELTS Guarantee

Book Series

**Academic IELTS
Writing Module**

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Mohsen Taraghi

(Iran University of Science and Technology)

44FLA1130 - 4494.WIFE

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IELTS

What is IELTS?

IELTS, the International English Language Testing System, is designed to assess the language ability of candidates who need to study or work where English is the language of communication.

IELTS is jointly managed by the University of Cambridge ESOL Examinations (Cambridge ESOL), British Council and IDP. IELTS conforms to the highest international standards of language assessment. It covers the four language skills – listening, reading, writing and speaking.

IELTS is recognized by universities and employers in many countries, including Australia, Canada, New Zealand, the UK and the USA. It is also recognized by professional bodies, immigration authorities and other government agencies.

IELTS is not recommended for candidates under the age of 16.

Academic and General Training

IELTS is available in two formats – Academic and General Training. The Academic Reading and Writing tests assess whether a candidate is ready to study or train in the medium of English at an undergraduate or postgraduate level. Admission to undergraduate and postgraduate courses is based on the results of these tests.

The General Training Reading and Writing tests are not designed to test the full range of formal language skills required for academic purposes, but emphasize basic survival skills in a broad social and educational context. General Training is suitable for candidates who are going to English-speaking countries to complete their secondary education, to undertake work experience or training programs not at degree level, or for immigration purposes to Australia, Canada and New Zealand.

It is the responsibility of the candidate to inform the test centre whether they wish to take the Academic or General Training Modules. Centres are not responsible for providing this information. The General Training Module is not offered at all test administrations.

Test Format

Candidates are tested in listening, reading, writing and speaking. All candidates take the same Listening and Speaking tests. There is a choice between Academic and General Training in the Reading and Writing tests.

The tests are designed to cover the full range of ability from non-user to expert user. The first three tests – Listening, Reading and Writing – must be completed in one day. There is no break between the tests. The Speaking test may be taken, at the discretion of the test centre, in the period seven days before or after the other tests.

IELTS Test Results

Marking is carried out at the test centre by trained examiners whose work is closely monitored. This ensures that test results are available without any administrative delay.

Results are standardized and usually available within two weeks of the test, and Test Report Forms are sent to the candidates and to the sponsor(s)/receiving institution(s). Test centers are not permitted to give results over the phone, or by fax or email.

Test Scores

IELTS provides a profile of a candidate's ability to use English. Candidates receive scores on a Band Scale from 1 to 9. A score is reported for each test component. The individual test scores are then averaged and rounded to produce an Overall Band Score according to a confidential Band Score conversion table. Overall Band Scores and individual test scores are reported in whole and half bands. An explanation of how to interpret band scores in IELTS is reported here.

Expert user 9

✓ Has fully operational command of the language: appropriate, accurate and fluent with complete understanding.

Very good user 8

✓ Has fully operational command of the language with only occasional unsystematic inaccuracies and inappropriacies. Misunderstandings may occur in unfamiliar situations. Handles complex detailed argumentation well.

Good user 7

✓ Has operational command of the language, though with occasional inaccuracies, inappropriacies and misunderstandings in some situations. Generally handles complex language well and understands detailed reasoning.

Competent user 6

✓ Has generally effective command of the language despite some inaccuracies, inappropriacies and misunderstandings. Can use and understand fairly complex language, particularly in familiar situations.

Modest user 5

✓ Has partial command of the language, coping with overall meaning in most situations, though is likely to make many mistakes. Should be able to handle basic communication in own field.

Limited user 4

✓ Basic competence is limited to familiar situations. Has frequent problems in understanding and expression. Is not able to use complex language.

Extremely limited user 3

✓ Conveys and understands only general meaning in very familiar situations. Frequent breakdowns in communication occur.

Intermittent user 2

✓ No real communication is possible except for the most basic information using isolated words or short formulae in familiar situations and to meet immediate needs. Has great difficulty understanding spoken and written English.

Non user 1

✓ Essentially has no ability to use the language beyond possibly a few isolated words.

Did not attempt the test 0

✓ No assessable information provided.

Each candidate takes four tests, one in each of the four skills – Listening, Reading, Writing and Speaking. All of them are explained one by one.

Listening Module

The Listening test takes around 30 minutes. There are 40 questions and four sections. The Listening test is recorded on a CD and is played ONCE only. During the test, time is given for candidates to read the questions and write down and then check their answers. Answers are written on the question paper as candidates listen. When the recording ends, ten minutes are allowed for candidates to transfer their answers to an answer sheet. The first two sections are concerned with social needs. There is a conversation between two speakers and then a monologue. For example – a conversation about travel arrangements or decisions on a night out, and a speech about student services on a university campus or arrangements for meals during a conference.

The final two sections are concerned with situations related more closely to educational or training contexts. There is a conversation between up to four people and then a further monologue. For example a conversation between a tutor and a student about an assignment or between three students planning a research project, and a lecture or talk of general academic interest.

A range of native-speaker English accents are used in the recordings which reflects the international usage of IELTS. A variety of questions are used, chosen from the following types:

- ✓ multiple choice
- ✓ short-answer questions
- ✓ sentence completion
- ✓ note/summary/flow-chart/table completion
- ✓ labeling a diagram
- ✓ classification
- ✓ matching

Reading Module

The Reading test takes 60 minutes. There are 40 questions, based on three reading passages with a total of 2,000 to 2,750 words. Texts and questions appear on a question paper which candidates can write on but not remove from the examination room. All answers must be entered on an answer sheet during the 60-minute test. No extra time is allowed for transferring answers.

A variety of questions are used, chosen from the following types:

- ✓ multiple choice
- ✓ short-answer questions
- ✓ sentence completion
- ✓ note/summary/flow-chart/table completion
- ✓ labeling a diagram
- ✓ matching headings for identified paragraphs/sections of the text
- ✓ identification of writer's views/claims – yes, no or not given
- ✓ identification of information in the text – true, false or not given
- ✓ classification
- ✓ matching lists/phrases

Academic Reading

Texts are taken from magazines, journals, books, and newspapers. Texts have been written for a non-specialist audience. All the topics are of general interest. They deal with issues which are interesting, recognizably appropriate and accessible to candidates entering undergraduate or postgraduate courses or seeking professional registration. At least one text contains detailed

logical argument. Texts may contain non-verbal materials such as diagrams, graphs or illustrations. If texts contain technical terms then a simple glossary is provided.

General Training Reading

Texts are taken from notices, advertisements, official documents, booklets, newspapers, instruction manuals, leaflets, timetables, books and magazines. The first section, 'social survival', contains texts relevant to basic linguistic survival in English with tasks mainly about retrieving and providing general factual information. 'Training survival', the second section, focuses on the training context, for example on the training program itself or on welfare needs. This section involves a text or texts of more complex language with some precise or elaborated expression. The third section, 'general reading', involves reading more extended prose with a more complex structure but with the emphasis on descriptive and instructive rather than argumentative texts, in a general context relevant to the wide range of candidates involved.

Writing Module

The Writing test takes 60 minutes. There are two tasks to complete. It is suggested that about 20 minutes is spent on Task 1 which requires candidates to write at least 150 words. Task 2 requires at least 250 words and should take about 40 minutes.

Candidates may write on the question paper but this cannot be taken from the examination room and will not be seen by the examiner. Answers must be given on the answer sheet and must be written in full. Notes or bullet points in whole or in part are not acceptable as answers.

Academic Writing

In Task 1 candidates are asked to describe some information (graph/table/chart/diagram), and to present the description in their own words. Depending on the type of input and the task suggested, candidates are assessed on their ability to:

- ✓ organize, present and possibly compare data
- ✓ describe the stages of a process or procedure
- ✓ describe an object or event or sequence of events
- ✓ explain how something works

In Task 2 candidates are presented with a point of view or argument or problem. Candidates are assessed on their ability to:

- ✓ present the solution to a problem
- ✓ present and justify an opinion
- ✓ compare and contrast evidence, opinions and implications
- ✓ evaluate and challenge ideas, evidence or an argument

The issues raised are of general interest and easily understood by candidates entering undergraduate or postgraduate studies or seeking professional registration.

General Training Writing

In Task 1 candidates are asked to respond to a given problem with a letter requesting information or explaining a situation. Depending on the task suggested, candidates are assessed on their ability to:

- ✓ engage in personal correspondence
- ✓ elicit and provide general factual information
- ✓ express needs, wants, likes and dislikes
- ✓ express opinions (views, complaints etc.)

In Task 2 candidates are presented with a point of view or argument or problem.

Candidates are assessed on their ability to:

- ✓ provide general factual information
- ✓ outline a problem and present a solution
- ✓ present and possibly justify an opinion, assessment or hypothesis
- ✓ present and possibly evaluate and challenge ideas, evidence and argument

The topics are of general interest and it makes no difference what subjects candidates study.

Speaking Module

The Speaking test takes between 11 and 14 minutes and consists of an oral interview between the candidate and an examiner. All Speaking tests are recorded. The structure of the test is summarized below.

Part 1

Introduction and interview → Examiner introduces him/herself and confirms candidate's identity. Moreover, s/he interviews candidate using verbal questions selected from familiar topic frames. This takes 4-5 minutes.

Part 2

Individual long turn → Examiner asks candidate to speak for 1–2 minutes on a particular topic based on written input in the form of a candidate task card and content focused prompts. Examiner asks one or two questions to round off the long turn. This takes 3–4 minutes (including 1 minute preparation time).

Part 3

Two-way discussion → Examiner invites candidate to participate in discussion of a more abstract nature, based on verbal questions thematically linked to Part 2 topic. This takes 4-5 minutes.

Introduction

IELTS Guarantee which is now in front of you is a book designed to guide you how to pass the Writing Module in the IELTS Exam. The book addresses those who want to take the Academic IELTS. Although there is another version of IELTS Guarantee devoted to Writing Module of General Training IELTS, the one you are reading now is specialized for Academic IELTS, task 1 & 2.

This book contains six general chapters including some subchapters. They are as follows;

1. Writing
2. Academic IELTS → Task 1
 - ✓ Single Line Graph
 - ✓ Double Line Graph
 - ✓ Bar Graph
 - ✓ Pie Chart
 - ✓ Table
 - ✓ Flow Chart (Process)
3. Academic IELTS → Task 2
4. Punctuation
5. Samples on Task 1
6. Samples on Task 2

In the first chapter, I have discussed the blueprints of writing, that is, how you can start writing and what you should include inside your essays. Moreover, using illustrations, this part includes a step-by-step guide as to how to develop your ideas and properly and artfully incorporate them into a well-organized piece of writing.

In the second chapter, the methods of writing essays based on task 1 requirement in Academic IELTS have been clarified. Inside this chapter, I have guided you how to start, develop and conclude your report of different kinds of graph, namely; Single line Graph, Double Line Graph, Bar Graph, Pie Chart, Table and Flow Chart which make the different subchapters for this section.

Chapter three focuses on task 2 of Academic IELTS where the IELTSer is given a topic (mostly an abstract) to discuss. Although the topics may differ in terms of difficulty but the whole structure is the same since it needs candidates to argue, discuss and/or provide reasons for a situation.

The fourth chapter of this book introduces readers mechanics of writing; Punctuation, that is one of the essential ingredients of any piece of writing. Gaining knowledge on this chapter and employing it into your essays will definitely impress the examiners and earn you more score.

The last two chapters located at the end of the book consist of lots of examples on different tasks. i.e., there are 50 samples for task 1 and 100 samples for task 2 of Academic IELTS; you can work on them and improve your writing skill.

Moreover, before taking any course for Writing Module in IELTS Exam, you can consult me through this email address: m.taraghi@yahoo.com

To wrap the introductory part up, I would like give you some piece of advice:

"Heroism is endurance for one moment more. And that one moment more tells the difference between quitter and the man who has done his best. No one is dead until his/her heart has ceased beating and no one has failed so long as there is one more bit of fight in him/her. One moment more is the moment in which the tide turns, the moment when the enemy relaxes his hold and drops back beaten." Good Luck!

Mohsen Taraghi

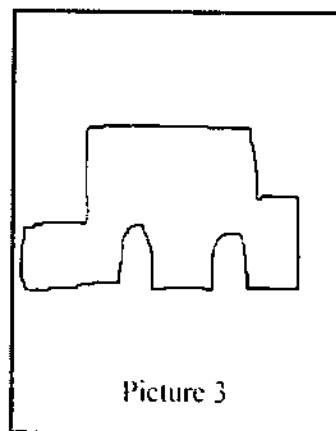
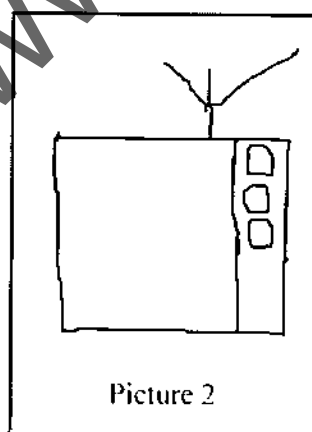
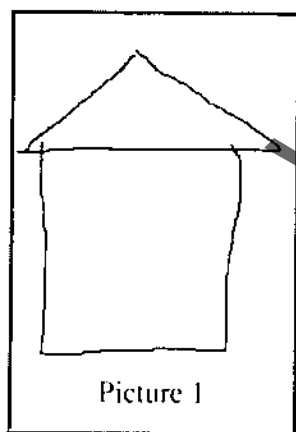
Writing

In the first part of this book, I would like to give an overview on terms "writing", "writer" and "essay" so as to set the same concept for all those who are reading IELTS Guarantee. Writing is said to be the representation of language in a textual medium through the use of a set of signs or symbols (known as a writing system). It is distinguished from illustration, such as cave drawing and painting. Furthermore, a writer is anyone who creates a written work, though the word usually designates those who write creatively and professionally. An essay also is usually a short piece of writing which is quite often written from an author's personal point of view. Essays can consist of a number of elements, including: literary criticism, political manifestos, learned arguments, observations of daily life, recollections, and reflections of the author.

These days, essays have become a major part of a formal education. Secondary students are taught structured essay formats to improve their writing skills, and admission essays are often used by universities in selecting applicants and, in the humanities and social sciences, as a way of assessing the performance of students during final exams.

In this book, I am going to teach you how to write for IELTS exam; it does not matter how difficult the exam might seem to you, neither is it important to know a lot about writing, since IELTS Guarantee provides readers with a step by step explanation about how to develop essays. You can easily handle it if you do as I tell you.

But before I start discussing how to write, I would like to show you the steps involved in drawing/painting which may give you some surprises. Most of the famous artists suggest that the first step in drawing/painting a good portrait is drawing some general lines. These general lines introduce the whole purpose of your drawing. i.e. if you draw some lines like picture 1, you show your viewers that you are going to draw a house; if you draw something like picture 2, then you reveal that it might be a TV; moreover, if you draw picture 3, your intention could be a car.



Therefore, what artists mean by drawing some general lines at the first step of their work is introducing their purpose. Hence,

1. Introduction

The next stage is adding some details to their painting: for example, in picture 1 you can add some details, such as a door, two windows, a chimney, some curtain and so on to make it more real. So, in the second section, they add details in order to make their purpose clearer. Hence,