

TOEFL iBT Writing

50 min

2 tasks

Academic Writing Skills

Integrated Writing: Read / Listen / Write

You must:

- take notes on what you hear and read (250- 300w, 3min Read / 2min List) → organise info before writing.
- summarise, paraphrase and cite info from source material accurately.
- Write about the ways the info you heard **relates to** the info you read.

It is **helpful** to:

- identify one main idea and some major points to support it
- plan how to organise the essay
- develop the essay: reasons, examples and details
- use linking words - helps with the flow
- use grammar and vocab accurately; idiomatic expressions
- follow the conventions (punctuation, spelling and layout)

150-225 w
20 min

- response judged on: **quality** of your writing and how well your response **presents the points** in the lecture and their relationship to the reading passage.

How the task is **phrased**:

- If the lecture **challenges the information** in the reading passage:
 - *Summarise the points made in the lecture, being sure to explain how they cast doubt on specific points made in the reading passage.*
 - *Summarise the points made in the lecture, being sure to explain how they challenge specific claims/arguments made in the reading passage.*
 - *Summarise the points made in the lecture, being sure to specifically explain how they answer the problems raised in the reading passage.*
- If the lecture **supports or strengthens** the info in the reading passage:
 - *summarise the points made in the lecture, being sure to specifically explain how they support the explanations in the reading passage.*
 - *Summarise the points made in the lecture, being sure to specifically explain how they strengthen specific points made in the reading passage.*

Strategy

- As you read:
 - take **notes**
 - Look for **main idea**
 - How is the main idea evaluated or developed? Usually:
 - Arguments/explanations are presented that support the main position.(e.g. why there are good reasons to believe that some policy/practice will be beneficial)
 - Arguments/explanations/problems are brought up concerning why some policy/practice/position/hypothesis does not work or will not be useful/advisable.
- As you listen
 - take **notes**
 - listen for: info, examples or explanations that make points in the reading passage seem wrong /less convincing/ untrue.

- As you write:
 - reread the passage, check your notes and plan your writing.
 - **NO opinion!!** Stick to explaining how the points in lecture and reading relate.
 - Select important info and coherently and accurately present it.
 - Your response should contain:
 - specific ideas, explanations, arguments in the lecture vs points in the passage.
 - Coherent and accurate presentation of each point you make.
 - Clear, coherent structure → easy to understand
 - You won't be penalised if you write more than 225 words.

You will receive SCORE 0 if you copy words from the passage.

You will receive SCORE 1 if you write ONLY about the passage.

[Scoring rubric](#)

Answers to question:

In many organizations, perhaps the best way to approach certain new projects is to assemble a group of people into a team. Having a team of people attack a project offers several advantages. First of all, a group of people has a wider range of knowledge, expertise, and skills than any single individual is likely to possess. Also, because of the number of people involved and the greater resources they possess, a group can work more quickly in response to the task assigned to it and can come up with highly creative solutions to problems and issues. Sometimes these creative solutions come about because a group is more likely to make risky decisions that an individual might not undertake. This is because the group spreads responsibility for a decision to all the members and thus no single individual can be held accountable if the decision turns out to be wrong.

Taking part in a group process can be very rewarding for members of the team. Team members who have a voice in making a decision will no doubt feel better about carrying out the work that is entailed by that decision than they might doing work that is imposed on them by others. Also, the individual team member has a much better chance to “shine,” to get his or her contributions and ideas not only recognized but recognized as highly significant, because a team’s overall results can be more far-reaching and have greater impact than what might have otherwise been possible for the person to accomplish or contribute working alone.

Professor

Now I want to tell you about what one company found when it decided that it would turn over some of its new projects to teams of people and make the team responsible for planning the projects and getting the work done. After about six months, the company took a look at how well the teams performed.

On virtually every team, some members got almost a “free ride” . . . they didn’t contribute much at all, but if their team did a good job, they nevertheless benefited from the recognition the team got. And what about group members who worked especially well and who provided a lot of insight on problems and issues? Well . . . the recognition for a job well done went to the group as a whole; no names were named. So it won’t surprise you to learn that when the real contributors were asked how they felt about the group process, their attitude was just the opposite of what the reading predicts.

Another finding was that some projects just didn’t move very quickly. Why? Because it took so long to reach consensus; it took many, many meetings to build the agreement among group members about how they would move the project along. On the other hand, there were other instances where one or two people managed to become very influential over what their group did. Sometimes when those influencers said, “That will never work” about an idea the group was developing, the idea was quickly dropped instead of being further discussed. And then there was another occasion when a couple influencers convinced the group that a plan of theirs was “highly creative.” And even though some members tried to warn the rest of the group that the project was moving in directions that might not work, they were basically ignored by other group members. Can you guess the ending to this story? When the project failed, the blame was placed on all the members of the group.

Summarise the points made in the lecture you just heard, explaining how they cast doubt on the points made in the reading passage.

Score 5 response

The lecturer talks about research conducted by a firm that used the group system to handle their work. He says that the theory stated in the passage was very different and somewhat inaccurate when compared to what happened for real.

First, some members got free rides. That is, some didn't work hard but got recognition for the success nonetheless. This also indicates that people who worked hard was not given recognition they should have got. In other words, they weren't given the opportunity to "shine." This directly contradicts what the passage indicates.

Second, groups were slow in progress. The passage says that groups are more responsive than individuals because of the number of people involved and their aggregated resources. However, the speaker talks about how the firm found out that groups were slower than individuals in decision making. Groups needed more time for meetings, which are necessary procedures in decision making. This was another part where experience contradicted theory.

Third, influential people might emerge, and lead the group towards glory or failure. If the influential people are going in the right direction there would be no problem. But in cases where they go in the wrong direction, there is nobody that has enough influence to counter the decision made. In other words, the group might turn into a dictatorship, with the influential party as the leader, and might be less flexible in thinking. They might become one-sided, and thus fail to succeed.

Rater comments

There are several errors of spelling, word formation, and subject-verb agreement in this response; however, most of these errors seem to be the result of typing errors common to first drafts. This writer does an excellent job of presenting the lecturer's points that contradict the arguments made in the reading passage. The writer is very specific and has organized his or her points so that they are parallel with one another: in each of the supporting paragraphs, the lecturer's observation of what really happened is given first, then explicitly connected to a theoretical point from the reading. The final paragraph contains one noticeable error ("in-fluent"), which is then used correctly two sentences later ("influential"). Overall, this is a successful response and earns a score of 5.

Score 4 response

The lecture that followed the paragraph on the team work in organizations, gave some negative views of the team work itself. Firstly, though it was said in the paragraph that the whole team idea would probably be faster than the individual work, it was said in the lecture just the opposite: it could actually be a lot slower. That is because team members would sometimes take more time than needed just to reach the same conclusions, or just even to simply decide where to go from certain point to the next on.

Secondly, paragraph suggests that by doing work as a team might give you an "edge," the lecture suggests that that might also be a negative thing as well. The people who made themselves leaders in the group may just be wrong in certain decisions, or just simple thing something is so creative, when in reality it is not and it would not work, but the rest of the people would nevertheless still follow them, and end up not doing well at all.

And lastly, paragraph says that everyone feels responsible for their own part, and all together they are all more effective as a team. The lecture suggests quite the opposite in this case as well. It suggests that some team members are there only for the "free ride," and they don't do much of anything to contribute, but still get the credit as a whole.

Rater comments

The writer of this response is clearly attempting to interweave the points from the passage and lecture and does a good job of discussing what the lecturer says about group decision making and the issue of some group members failing to contribute. The writer's second point, however, is not as clearly stated as the first and third points. The key sentence in this paragraph ("The people who made themselves leaders in the group may just be wrong in certain decisions, or just simple thing something is so creative, when in reality it is not and it would not work, but the rest of the people would nevertheless still follow them, and end up not doing well at all.") is difficult to follow. This is what the Scoring Guide calls "an occasional lapse of clarity" in a response that earns a score of 4. Overall, this is still a very strong response that directly addresses the task and generally presents the relevant information from the lecture.

Score 1 response

In this lecture, the example shows only one of the group succeed the project. Why the group will succeed on this project it is because of few factor.

First of all, a group of people has a wider range of knowledge, expertise, and skills than any single individual is like to possess, and easier to gather the information and resources to make the work effectively and the group will willingly to try something is risky decision to make the project for interesting and successful it is because all the member of the group carries the different responsibility for a decision, so once the decision turn wrong, no a any individual one will be blame for the whole responsibility.

On the other way, the groups which are fail the project is because they are lay on some more influence people in the group, so even the idea is come out. Once the influenced people say that is no good, then the process of the idea will be drop down immediately instead taking more further discussion! So the idea will not be easy to settle down for a group.

The form of the group is very important, and each of the member should be respect another and try out all the idea others had suggested, then it will develop a huge idea and the cooperate work environment for each other for effectively work!

Rater comments

The level of language used in this response is fairly low, and it is lowest in the second paragraph, which is the only reference to the lecture. Because the reader has difficulty gleaning meaning from that paragraph, the response contributes little coherent information and therefore earns a score of 1.

Independent Writing: writing from knowledge and experience

- Write an essay: state, explain, and support your opinion
- Essay question format:
 - *Do you agree or disagree with the following statement? Use reasons and specific details to support your answer.*
 - *Some people believe X. Other people believe Y. Which of these two positions do you prefer/agree with? Give reasons and specific details.*

Scoring:

- **development:** the amount and kinds of support (examples, details, reasons) for your ideas. Make sure you develop solid ideas.
- **organisation:** the reader needs to be able to read it without becoming confused. Avoid redundancy, digression and unclear connections.
- **Language use:** variety of sentence structures and appropriate word choice.

Answers to question:

Do you agree or disagree with the following statement?

Always telling the truth is the most important consideration in any relationship.

Use specific reasons and examples to support your answer. Be sure to use your own words. Do **not** use memorised examples.

Score 5 response

DISHONESTY KILLS RELIABILITY

There are certain considerations or factors that everyone takes into account in a relationship. People may look for honesty, altruism, understanding, loyalty, being thoughtful etc! Everyone would more or less wish that the person s/he is dealing with, has some of these virtues above. Putting them in an order according to their importance, however can be very subjective and relative.

When someone asks him/herself the question "What do I consider to be the most important thing in my relationship?" the answer depends on a lot of factors such as how his/her earlier relationships were.

After stating that everyone's opinion can be different about this, for me honesty, in other words, always telling the truth is the most important consideration in a relationship. Opposite of this is inarguably lying and if someone needs to lie, either s/he is hiding something or is afraid of telling me something.

In any relationship of mine, I would wish that first of all, the person I'm dealing with is honest. Even though s/he thinks that s/he did something wrong that I *wouldn't like*, s/he'd better tell me the truth and not lie about it. Later on if I find out about a lie or hear the truth from someone else, that'd be much more unpleasant. In that case how can I ever believe or trust that person again? How can I ever believe that this person has enough confidence in me to forgive him/her and carry on with the relationship from there. So if I cannot trust a person anymore, if the person doesn't think I can handle the truth, there's no point to continuing that relationship.

Although I would like to see altruistic, understanding, thoughtful and loyal

behavior from people, an instance of the opposite of these behaviors would not upset me as much as dishonesty would. Among all the possible behaviors, dishonesty is the only one for me that terminates how I feel about a person's reliability. Therefore honesty would be my first concern and the most important consideration in a relationship.

Rater comments

In this response the writer first approaches the topic by underscoring that a number of character traits are important to a relationship. The writer then effectively develops an argument that, unlike other negative behaviors, dishonesty or unwillingness to fully disclose some bad action cannot be forgiven and can be the most important factor in destroying a relationship. The writer's language is fluent, accurate, and varied enough to effectively support the progression and connection of ideas. There is a variety of sentence structures, including rhetorical questions. The essay is not mechanically perfect, but as long as such errors are occasional, are minor, and do not interfere with the reader's understanding, an essay like this one can still earn a top score.

Score 4 response

Always telling the truth in any relationship is really the most important consideration for many reasons. I could say that when you lie to someone, this person will not trust you anymore and what is a relationship based on? Trust, confidence, so the sense of relationship is being lost. Another point is that if the truth is omitted once, it will surely appear sometime, somewhere and probably in the most unexpected way, causing lots of problems for the ones involved. So, the truth is the basis for everything.

First, confidence is the most important aspect of a friendship or a marriage, or anything like that, so, once it is lost, the whole thing goes down in a way that no one can bear it. To avoid losing confidence, there is only one way, telling the truth, lying will just help throwing it away. For example, a couple decided to go out on the weekend, but the man has a party to go with his friends to where he can not take his girlfriend and then he lies to her saying that he is sick and can not go to the date. She understands him and they do not see each other in that weekend, but he goes to the party and has much fun. Suppose on monday, the girl talks to a friend that saw him at the party and asked why did not she go with him. She found out the truth and all confidence was lost, the basis for their relation is now gone and what happens next is that they break up or if they do not, he will persist on lies and someday it will end.

What happened to this couple is very common around here and many relationships, even friends and marriages end because of something like that. Some may argue that lying once or another will not interfere anything and it is part of a relation, but I strongly disagree, the most important thing is the truth, even if it is to determine the end of a relation, it must be told. There are more chances to end something lying than saying what really happened

Rater comments

This essay earned a score of 4. It clearly develops reasons why lying is a bad thing, with a first paragraph that introduces the writer's position ("truth is the basis for everything"), a hypothetical story in paragraph 2, and a final paragraph that entertains and quickly dismisses a possible counterargument. All this amounts to solid development of the idea. The response displays facility in language use through a variety of sentence structures and the use of clear transitions between sentences. However, sometimes the writer's sentences include noticeable errors in word form ("if the true is ommited," "lying will just help throwing it away," "persist on lyes," "lying once or another"), and in some places the writer extends, or "runs on," a sentence to include many steps in the argument when using two or more sentences would make the relationships between ideas clearer. For example, "Some may argue that lying once or another will not interfere anything and it is part of a relation, but I strongly disagree, the most important thing is the true, even if it is to determine the end of a relation, it must be told."

Score 1 response

Nowadays, many people think that the people who always telling the true is the most important consideration in any relationship between human. but another side that is necessary to tell some lies. It is seldom to reach the same issue. I agree with the first thinking because of the following reasons.

First fo all, we all live in the realized world , people can respect you unless you want to use correct method to communicate with other people. It is very important especially in business , if you want to recieve the good resulit ,you must tell the truth about your own so that gain the considement.

Secondly, if you are honest man/woman, many people may be want to be friend with you. You can have more chance to communate with other people and may be gain more information from them.

However,sometimes we must speak some lie.for examlpe, when our relative have heavy illness such as cancer,we couldn't telling them the ture. because it is not good for their health,and may be affect their life.

In conclusion,tellingthe ture is the people good behavire .we must require of people to tell the ture.thus,we can see the better world in our life unless we always tell the ture.

Rater comments

This essay contains serious and frequent errors in sentence structure and usage. Paragraph 2, beginning “First fo all,” is nearly incomprehensible and contains vocabulary that is either vague at best or nonstandard English (“realized world,” “considement”). Paragraph 3 is completely vague, and paragraph 4 (actually one sentence), though it mentions a familiar example, is poorly expressed and certainly underdeveloped. For all these reasons, this essay earns a score of 1.

HOMEWORK: WRITING

Integrated Writing

Altruism is a type of behavior in which an animal sacrifices its own interest for that of another animal or group of animals. Altruism is the opposite of selfishness; individuals performing altruistic acts gain nothing for themselves.

Examples of altruism abound, both among humans and among other mammals. Unselfish acts among humans range from the sharing of food with strangers to the donation of body organs to family members, and even to strangers. Such acts are altruistic in that they benefit another, yet provide little reward to the one performing the act.

In fact, many species of animals appear willing to sacrifice food, or even their life, to assist other members of their group. The meerkat, which is a mammal that dwells in burrows in grassland areas of Africa, is often cited as an example. In groups of meerkats, an individual acts as a sentinel, standing guard and looking out for predators while the others hunt for food or eat food they have obtained. If the sentinel meerkat sees a predator such as a hawk approaching the group, it gives an alarm cry alerting the other meerkats to run and seek shelter. By standing guard, the sentinel meerkat gains nothing—it goes without food while the others eat, and it places itself in grave danger. After it issues an alarm, it has to flee alone, which might make it more at risk to a predator, since animals in groups are often able to work together to fend off a predator. So the altruistic sentinel behavior helps ensure the survival of other members of the meerkat's group.



Integrated Writing

Question

Summarize the points made in the lecture, being sure to explain how they oppose specific points made in the reading passage.

You have 20 minutes to plan and write your response.

Response Time: 20 minutes

Writing 2

Question

Some young adults want independence from their parents as soon as possible. Other young adults prefer to live with their families for a longer time. Which of these situations do you think is better? Use specific reasons and examples to support your opinion. Be sure to use your own words. Do not use memorized examples.

Response Time: 30 minutes