

**170. You received a letter from your friend informing you that his elderly parents are coming to visit in your area and he is asking for your advice on**

- Which places they should visit
- Where should they live
- Invite them to do something with you.

Dear Simar,

It was a really pleasant surprise to receive your letter after such a long time. I am happy to know that your elderly parents are coming to visit Punjab in India. It is very nice to know that in your country even the retired people are so fond of tourism.

There is a lot to see in India. I would suggest they visit the Golden Temple in Amritsar, the Wagah border, the Durgiana Temple, Haveli, the Pushpa Gujral Science City at Kapurthala and many more places in this area. If you send me their itinerary, I could plan their time here nicely.

As far as stay is concerned, there are many good hotels of government which are very reasonably priced and good but they have to be booked well in advance. However, it would be my great pleasure if they stay with me in my house. I would take great care of them and also show them around. My parents join me in inviting them to stay with us. We shall also enjoy holidaying with them.

Hoping to see your parents soon!

Yours lovingly,

Mohit

**171. Your telephone company made a mistake about sending your bill to a wrong address. Write a letter to the account manager to complain and explain what problems this caused and what you would like them to do**

Dear Sir,

I am writing this letter to complain about the problems I had to face because your company sent my bill to the wrong address.

Every month, I receive my telephone bill in the first week, but last month I did not receive my bill. After about 10 days, a person from the neighbouring block gave me the bill saying that it had been wrongly delivered at his

address. My address is 341, Eastwood Avenue and his address is 341, Westwood Avenue. The next day, I went to pay the bill and I was charged Rs.500/- as fine for being late. I argued a lot but they did not listen and I had to pay the fine.

Sir, I request you to refund the amount that I had to pay as fine or adjust it in the next bill because it was not my fault that I was late. If you need any more information from me regarding this matter, please feel free to contact me at 9888195776.

Hoping for a positive response from you regarding this matter!

Yours faithfully,  
Kiran Makkar

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**172. Your English teacher who taught you several years ago have invited you to have a meal at his house but you cannot go.**

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- Explain the reason that you cannot go
  - Suggest next arrangement
  - Tell him about yourself and your improvement in English learning
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Dear Sir,

Thank you so much for inviting me to a dinner at your home this Thursday. Unfortunately, I would not be able to make it because I am leaving for Australia on Thursday morning.

You have not just been my English teacher but also my friend, philosopher and guide throughout my school days. It was you who motivated me to go abroad for my higher studies and it was because of your guidance that I cleared my IELTS with such good bands that I got into one of the best colleges of Australia. It is also very kind of you to invite me for dinner and it is my loss that I cannot come. Actually, my ticket has been already booked. My flight is leaving on Thursday night and I have to leave from here for Delhi that morning.

I will come home in my winter vacations. I would surely meet you then and share my experiences of the foreign country with you.

Sir, I take this opportunity to thank you once again for all you have done for me and I shall keep in touch with you after going there through e-mail. My e-mail ID is kiran@yahoo.com.

Yours faithfully,  
Kiran Makkar

**173. You have just finished a trip booked from a travel agency, but you are not satisfied with it. Write a letter to the travel agent. In your letter, you should say:**

- Why you felt so unhappy
- What happened
- Make some recommendations about what the travel agent should do about it.

Dear Sir,

I am writing to complain about the 'Star Cruise' I recently went on with your company. I travelled on Victoria 203 from 3rd to 17th April and I was shocked by the standard of food and accommodation offered on the cruise.

To begin with, I was disgusted by the size and condition of the cabin. It was very small and dirty unlike the 'large deluxe cabin' that your advertisement promises.

What is more, there was no private bathroom in the cabin. I was appalled to find that I had to share a bathroom with several other passengers, in spite of the fact that I specifically requested a private bathroom when I booked the trip.

To make matters worse, the food on board was very unsatisfactory. Although your advertisement promises a five star restaurant with gourmet food, the food was in fact of a very poor standard.

I feel, I am entitled to a full refund for the cost of the cruise and a written apology for the misinformation contained in your advertisement. I hope to hear from you regarding this matter as soon as possible.

Yours faithfully,

Kiran Makkar

**174. You are about to start social meetings in a particular area where people from different nationalities can take part. Write a letter to the editor of a local newspaper requesting him to publish information about this.**

- What activities you have planned
- When the first meeting takes place and where

Dear Sir,

I am Mohit Sharma, the president of the local Rotract Club. Our club is organising seminars in which delegates from different nationalities will be taking part. I am writing this letter to request you to give adequate space about our activities in the columns of your esteemed daily so that we get the maximum participation and support of local people.

We shall be touching various social issues in our meetings. Besides the cultural exchange, which shall automatically be there, we shall be touching issues like environmental pollution, drug trafficking, child abuse, female feticide and so on. We have also planned a career counseling camp, which shall run for a whole week.

The first meeting is on 10th June 2011. The venue is Club Cabana and the theme is 'Global Culture versus Traditional Culture'. We would look forward to your presence in this meeting.

All the club members are working whole-heartedly for these meetings. It is a matter of great pride for a small town like ours to organise such world-class events. Through the power of your pen, you can help us in spreading a word about our activities.

Thanking you in anticipation.

Yours faithfully,  
Mohit Sharma.

Good morning everyone! I am Kiranpreet Kaur Makkar, a teacher at MakkariELTS. I have been teaching English for over 15 years now and I am here to help you all pass your IELTS exam with flying colours.

IELTS is a challenging exam, but with enough practice, it can be made easier. In this series, we will cover various topics and techniques to help you prepare for the exam. So, let's get started!

Today's topic is about writing essays. Writing essays is one of the most important skills required for the IELTS exam. It requires good reading comprehension, strong writing skills, and the ability to express ideas clearly. In this post, we will discuss the basic steps to follow when writing an essay.

Firstly, it is essential to read the question carefully and understand what is being asked. You need to identify the main point of the question and the type of answer required. Once you have understood the question, you can start planning your essay.

# Writing Task 2

## Essays

The second writing task in the IELTS exam is writing an essay. This task requires you to write a minimum of 250 words. You will be given a topic or a question, and you will have to write an essay on that topic. The essay should be well-structured, well-written, and well-reasoned.

When writing an essay, it is important to follow certain steps. First, you need to read the question carefully and understand what is being asked. Then, you need to plan your essay by writing a rough draft. Finally, you need to write the final essay, making sure to include all the necessary information and arguments.

When writing an essay, it is important to use appropriate language and grammar. You should use simple, clear language that is easy to understand. You should also use appropriate punctuation and spelling. You should also use appropriate sentence structures and avoid long, complex sentences.

# 1. Nowadays, many people have to work longer time, and they feel more stressful than before. What are the reasons? What can employers do to make their life easier?

Stress is a big problem in today's workplace. While some stress is a normal part of the workplace, excessive stress can interfere with the employees' productivity and reduce their physical and emotional health. This essay shall analyse some causes of stress at the workplace, and also suggest some steps that employers can take to reduce it.

There are a plethora of causes of stress in the workplace. To begin with, excessively high workloads, with unrealistic deadlines, makes people feel pressurized. Similarly, insufficient workloads, makes people feel that their skills are being underused and this too may cause stress. Then there may be a lack of interpersonal support or poor working relationships leading to a sense of isolation. Moreover, there may be times when people are asked to do a job for which they have insufficient experience or training.

Furthermore, stress can be caused by lack of job security, lack of career opportunities, or level of pay. It may also be caused by bullying, or harassment by management, which can leave employees feel undervalued and affect their self-esteem. Last but not least a poor physical working environment such as excessive heat, cold or noise, inadequate lighting, uncomfortable seating and malfunctioning equipment may also lead to stress.

Employers can take a lot of steps to cope with workplace-stress. To begin with, they should diagnose what is causing stress. If overwork is causing stress in the business, then they should try to reduce people's workload. They should ensure that their employees' targets are challenging, but realistic, and make sure that employees take their full holiday entitlement. They should check that individuals are well matched to the jobs they've got. From time to time they should review people's performance so that they know how they're doing. Then they would be able to get feedback from their staff about potential problems and identify any training they may need.

Employers should also consider whether the employee should work fewer hours, or otherwise vary their work. If any of the employees is sick, they should keep in touch. If their employee has experienced personal problems, such as a relationship break-up or an illness in the family, employers should take a sympathetic approach and if necessary, enable and encourage the employee to seek further help through their doctor or a counseling service.

To sum up, stress at the workplace is an issue of great concern. Unless the employers take some steps to reduce the problem, it can reduce the efficiency of workers, which ultimately is detrimental for the company.

Plan followed

Intro:

Para 1: Causes

Para 2: More causes

Para 3: solutions

Para 4: More solution

Conclusion:

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## 2. Some companies and organizations require their employees to wear uniform. What are the advantages and disadvantages of wearing uniform?

Setting a dress code in the workplace is becoming increasingly common. In the following paragraphs, I intend to delve into the advantages and disadvantages of wearing uniform at work.

One of the major benefits of a dress code within the office is that it establishes an atmosphere of discipline and uniformity. It ensures that inappropriate or dirty clothing is not worn to work. It is also a social leveller. If everyone is dressed to the same standard, there will be no judgments made towards other employees on the basis of their clothes. Having a uniform also reduces employee confusion: a clear dress code means they don't have to wonder "what" to wear or whether something would be appropriate to wear to work.

A dress code is also very important in non-office environments, such as in factories, for keeping employees safe. For example, if the employees work around machinery that a tie could get caught in, ties are not appropriate. The same is true of jewellery, belts, scarves, and long hair. Therefore, a dress code keeps employees safe from injury and also allows them to look presentable if clients or visitors come on site. This dress code is also very beneficial for other places of service, such as fast food, or grocery stores. It portrays a feeling of cleanliness when you know the staff is wearing their appropriate uniform, as opposed to if they were wearing their own clothing.

Furthermore, a dress code sets the "tone" of the company. For example, a law office with all the lawyers and associates wearing suits and formal business attire is viewed as being professional and able to handle court cases. How the public perceives a company is important to the type and amount of business it does.

The disadvantages are that it can become very boring to wear the same clothes daily. Secondly, the uniform may not be very comfortable to wear. These disadvantages can, however, be lessened by giving the employees a say in the choice of uniform.

To conclude, a dress code is very essential nowadays in the workplace. The disadvantages are negligible as compared to the advantages.

Plan followed

Intro: a balanced approach as it is a discuss essay.

Para 1: Advantages

Para 2: More advantages of uniform

Para 3: More advantages of uniform

Para 4: Disadvantages of uniform

Conclusion:

**3. More and more people are working at home rather than in the workplace. Some people say this will bring benefits to the workers and their families, but others think it will bring stress to the home. Discuss both views and give your own opinion.**

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Working from home with the help of telephone lines, or, in other words, telecommuting has become very popular especially where Internet connections are fast and reliable. Some individuals are of the opinion that it is advantageous for the employees and their families whereas others think it leads to tension at home. This essay shall discuss both sides of the issue.

There are many advantages of telecommuting to employees and their families. To begin with, it saves time as no time is wasted commuting to and from the office. It also saves money as no spending on private or public transport has to be done. Furthermore the worker can look after minor family commitments like dropping the child to school etc. Although most of the work done by tele-workers is monitored, still a few minutes can be snatched at times. Finally, the tele-worker can do some side business side by side because of the time saved.

On the other hand, there are some problems which telecommuters and their families face. Firstly, a corner of the house has to be reserved for office work and a good internet connection is needed. This is very important because a person working from home has to be connected with his colleagues and seniors at all times during the office hours.

What is more, the expectations from the family members also increase. They sometimes forget that the person working from home has to concentrate on his office work and is only physically there with them. This leads to stress as it has generally been seen that telecommuters try to put in their best at work so that they are not laid off and keep reaping the benefits of telecommuting.

To conclude, as every garden has weeds, similarly telecommuting too has its downside. On the whole, advantages are much more than the disadvantages and some amount of stress at the home is a small price to pay for the vast amount of benefits associated with telecommuting.

**Plan followed**

**Intro:** Discuss essay intro

**Para 1:** Advantages of telecommuting

**Para 2:** how it causes stress

**Para 3:** other cause of stress

**Conclusion:**

#### 4. Nowadays, a lot of people are able to do their work from home. Discuss the advantages and disadvantages of this development.

The modern era is an era of the IT revolution and all those jobs, which are dependent on the Internet can be done from anywhere. This has enabled many companies to provide their employees, with computers and a good internet connection, to work from home. This is called telecommuting and has become very common in recent times. This is largely advantageous to both employees and employers but has a few disadvantages as well.

On the positive side it saves time and money of employees as they don't waste time commuting to and from office and also do not need to spend on fares of public transport or on petrol and diesel if they use their own vehicle. The time they save in this way can be given to personal or family needs, which is very much needed in the fast-paced hectic lifestyle of today. They can also look after minor family commitments such as dropping their child to school. They also save on the clothes, as they don't have to spend on formal office wear. Secondly, they can work for anyone on any corner of the world sitting in their homes.

Telecommuting helps the employers also because they need to build and maintain big offices. We all know that land prices are exorbitant and even maintenance of offices is very expensive. Moreover, it has been seen that telecommuters don't take much sick leave or other leave, which in turn benefits the employers. Then, there are advantages to the environment. Less people going and coming from offices means less traffic on the roads which means less petrol and diesel being burnt and so less pollution.

Disadvantages of telecommuting to the employees are that they have to reserve a corner in their home for office as they have to sit there undisturbed during office hours. Secondly, they do not get the office atmosphere to work and so it can get very boring at times. They can also be disturbed by the family, who fail to realise that the person sitting at home is not free. The employers also find it very difficult to supervise tele-commuters.

To sum up, telecommuting has pros as well as cons but definitely the advantages have an edge over the disadvantages.

Plan followed

Intro:

Para 1: Advantages of telecommuting

Para 2: More advantages

Para 3: Disadvantages

Conclusion:

## 5. Nowadays, many families move overseas for job opportunities. Some people think this is beneficial for the children of these families, while others think children will find it difficult. Discuss both views and give your own opinion.

The opportunities to work abroad are more today than they have ever been in the history of mankind. The big planet Earth has become a small global village and sovereign barriers seem to have disappeared. While working in a foreign country, some individuals take their family with them. This situation has both merits as well as demerits but definitely the pros outweigh the cons.

There are many obvious benefits of going abroad to work along with family. To begin with, individuals have more bonding with family. The family relationship is not weakened by distance. Some couples finally end up in divorce, as one or both of them cannot endure the long-term separation. Secondly, many people feel homesick and lonely and therefore cannot adjust in the foreign country and return home, thereby missing the golden opportunity of working abroad.

The most important point is that children, especially who are in young ages, need the care from both parents. Childhood is a crucial phase of life and comes only once. If children are deprived of one parent's love, it may have a considerable impact on their psyche. Therefore, working abroad with family can provide complete love and care to the children.

On the other hand, there are some problems of working abroad with families. To begin with, living with family members abroad means more expenses. A single person can share a room with someone in the initial stages but a complete family needs a proper house. What is more, all the members face stress of adaptation to alien surroundings. Parents themselves feel culture shock and therefore cannot help their children.

To conclude, there are both advantages and disadvantages in any choice of this issue. Personally, I believe that people should decide according to their specific circumstances. If there are financial constraints, then it is better to go alone initially. However, the family should be called as early as possible.

**Plan followed**

**Intro: advantages outweigh the disadvantages**

**Para 1: Benefits**

**Para 2: more benefits**

**Para 3: disadvantages**

**Conclusions: reiterate your opinion**

## 6. Most people take interviews to select a person for job. What are the other ways? What do you think is the best way to recruit new employees?

Recruiting new employees can be a long and painful process. The success of any business or organisation depends on the quality of its staff. Some employers conduct interviews to select new workers. However, there are various other approaches. This essay intends to analyze methods of hiring new employees and pick out the best one.

Undoubtedly, an interview is an important method of recruitment. If selection has to be done merely on an interview, then the interview has to be well executed. It requires a detailed understanding of the organizational needs as well as a careful grasp of the prospective employees' responses. It is not an easy task. If the recruitment is small scale and only a few employees are needed, it can prove fruitful otherwise alternative methods to hire have to be taken into account.

There are many other methods, which can be employed to hire new personnel. These hiring methods are a combination of several step-by-step tests. Initially, job vacancies are advertised, after which the recruiters select resumes, which meet the basic requirements for that particular job position. Then the written test is conducted to judge the skills and knowledge of the person. This is followed by group discussions and some other skill tests. Then the shortlisted candidates are interviewed. After this, background checks and reference checks are done of those shortlisted after the interview. It is important to check the credit record and criminal record. The reference checks are done to ascertain the authenticity of what is written in the resume. Finally, the selected candidates are sent for a health check to rule out any communicable diseases.

Analyzing the above mentioned methods it can be seen that no single method is perfect. Each job has its own requirements. Some jobs require qualification and some require experience. Big companies have a department devoted to human resources, which takes care of the hiring issues, but for small businesses finding the right employees at the right times can be an especially time-consuming and frustrating struggle. External recruitment agencies can be assigned the task of searching suitable candidates for jobs, but it may be very expensive. However, I believe that spending on the recruitment of new employees can prove to be a good investment, as good employees can breathe new life into your business.

To sum up, finding suitable employees is an arduous task and has to be a combination of written tests, group discussions, interviews and reference checks.

Plan followed:

Intro:

Para 1: Importance of interviews

Para 2: Other methods

Para 3: More methods and own opinion Conclusion:

## 7. Some people believe that no one should be allowed to continue working after the age of 65. However, others say there shouldn't be a limitation on age and anyone should be allowed to work regardless of their age. Discuss both views, give your own opinion and include relevant examples.

It is true that mandatory retirement age is being extended in many nations and this is causing some problems in society. Nonetheless, I disagree that such workers should be retired. A number of arguments surround my opinion.

To begin with, we have to face the reality that today we belong to a graying society and the latest demographic trends show that very soon one in four persons will be over the age of 60. Can we afford to retire such a huge population? The answer is a definite 'no'. If they don't work they are a liability on the government, as then the government has to provide pensions. But, if they work they remain independent and at the same time pay taxes.

Another reason for keeping such people working is that they have years of experience, which can go waste if they retire early. No doubt, young people are more energetic and work more enthusiastically, but the older employees know the ins and outs of the company. Someone has rightly said that 'a new broom sweeps clean but an old broom knows the corners'. What is more, these employees also do not do job-hopping and are more loyal to the company they work for. They are also prepared to work for less, which is ultimately beneficial to the company or organisation they work for.

Those who wish to see them retired soon, have the problem of unemployed youth in their mind. Undoubtedly, youth unemployment also is a big problem as it leads to violence and crime in the society. The young people are very energetic and if this energy is not channelized in the right direction then they can go astray and cause problems. Job openings should be created for them in some way or the other. However, if the elderly are retired earlier, we shall be adding more burden on these young shoulders to support a burgeoning dependent population.

To sum up, retiring people above 60 would be unwise and unpractical decision, considering the changing demographic trends towards an ageing society.

Plan followed

Intro: I disagree that such workers should be retired.

Para 1: 1st reason why the older people should not be retired

Para 2: 2nd reason

Para 3: Opponents view and then refute it

Conclusion: reiterate opinion

## 8. Many people prefer to stay in the same type of work all their life, whereas others prefer to change the type of work. Discuss both sides and state your own opinion.

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The world is changing rapidly. People today face numerous challenges in achieving a meaningful and fulfilling life. That is perhaps why some people change their job many times during their lifetime. However, there are still some who stick to the same job for life. This essay shall look into the benefits of both approaches.

There are many reasons why some people like sticking to one job. Firstly, the chances of promotion are much more because of longevity of service. Furthermore, they find greater depth of satisfaction from their working relationships. There is also much better work-life balance if a person's job is stable and secure.

On the other hand, there are some strong benefits that can come from job-hopping. One of the major reasons for changing jobs is a better pay package, which can help to lessen the financial burden of an individual or family. Secondly, the experience that is formed through a change in job can be beneficial in the future. Individuals with a wider range of job experiences and skill sets are seriously considered for new job openings. Moreover, those who have a wide range of careers under their belt also have more job security. If they lose their job, they can seek out jobs in different career fields, as opposed to one career field.

What is more, it is generally seen that earlier on in life people settle for whatever job they can get. Job satisfaction at that time is not given any priority. But, later on when the person is a bit comfortable, then changing the job and doing something, which the heart desires is better because it gives more personal fulfillment. By changing jobs a person may finally discover a job, which gives him the maximum job satisfaction.

To sum up, it can be said that changing jobs several times during a lifetime, may bring some challenges in life, but overall it is a positive development.

Plan followed

Intro: Discuss essay intro

Para 1: reasons why some people like sticking to one job

Para 2: benefits that can come from job hopping

Para 3: More benefits

Conclusion: changing jobs is better

## 9. Some people prefer to be self-employed, whereas others like working for companies or institutions. Which is a better approach?

Many people prefer to work in a company or institution where as some choose to open their own business and be self employed. It is necessary to look into the pros and cons of both before deciding which situation is more advantageous.

One of the main advantages of being self-employed is that you are completely self-reliant and can make decisions on your own. This can give you a great sense of freedom and allow you to do exactly what you want without any interference. What is more, your working day can be planned for your convenience allowing you to work when you want rather than when you have to. Moreover, if your business is successful, people will know that you alone should be given the credit. Finally, if you work for yourself, you decide your pay check. If you want more, you work more; that is the bottom line.

On the other hand, there are obvious advantages of working for companies or institutions. The main advantage is that you don't have to make any investment and so you have nothing to lose. You also get hands-on training in companies and the work environment is also very good. Additionally, if your company does well, you get bonuses and perks from time to time. Another important benefit is that, you get your regular pay check even if the company is going in loss. Finally, working for a reputed company is a status symbol.

I believe, it is better to work for few months or a couple of years in a company to get the know-how before embarking on your own business. Being self-employed can be very gratifying but it can also be very challenging. Many self employed people have said that in order to be successful in business you have to be prepared to work long hours and sacrifice your personal life. As B.C.Forbes once said, "If you don't drive your business, you'll be driven out of business". A 1996 study found that over a quarter of businesses run by newly self-employed people failed within the first two years.

To conclude, being self-employed can be very fulfilling but not without difficulties, so working for a company would be a much safer option.

Plan followed:

Intro:

Para 1: Advantages of being self-employed

Para 2: Advantages of working for others

Para 3: Challenges of being self-employed

Conclusion: working for others is better

## 10. Many people strive to maintain a successful career and happy family life at the same time. What problems can this situation create? What are the possible solutions?

It is undeniable that everyone dreams to have both - a prosperous career and a contented family. However, there seem to be a lot of problems preventing people from achieving that goal. This essay shall discuss these problems and suggest some solutions.

The first problem is that today's world is ruled by money and so people devote a lot of time to their work or business. They have become workaholics. As a result, they fail to draw a line between work and family. Second reason is the cut-throat competition of today. Young people, new to their job have to put in their time and effort to meet the expectations of their employers. Similarly, those who run their own businesses have to drive their business otherwise their business can drive them out. Another problem is that the family expectations are soaring higher and higher day by day. The earning hand is expected to fulfil all those expectations as well as give time to his family. Sometimes, it becomes difficult to live up to those expectations and this leads to stress.

The solutions are not simple. People have to learn to set their priorities. Some things have to be sacrificed for the sake of others. Effective time management is very important. The most severe problem existing among most people tends to be their unsuccessful time management. Then, people should learn to switch the office button off, once they come home. Practicing some exercise regime for a few minutes every day can keep a person physically fit enough to have a successful work-life balance.

The non-working members of the families too can help in this respect. They should try to support, to care and to understand the efforts that others are making. One meal of the day should be fixed which all members have to have together. A more practical way to be considered might be setting up family plans, for example, a monthly family trip or weekly picnic, to share some happy time and memories together.

Summing up, I believe that with a mutual understanding of each other and continuous efforts, people will eventually find the balance point of their life and work.

### **Plan followed**

Intro: This essay shall discuss these problems and suggest some solutions.

Para 1: Problems

Para 2: Solutions

Para 3: More solutions

Conclusion:

## 11. Nowadays, some celebrities such as film stars, sportsmen and pop musicians are paid too much money. Do you agree or disagree? Which jobs should be highly paid?

The high incomes of celebs in the field of sports and entertainment have always been a matter of dispute. I agree that they are getting high remuneration for what they are doing but I also firmly believe that they well deserve it. In the following paragraphs I shall put my arguments to support my opinion, and also suggest some other jobs, which should be highly paid.

My first argument in favour of the high salaries of these celebrities is that they have a major contribution in the lives of people. They provide entertainment and inspiration and they also bring name and fame to our country. They are role models for the society and people follow them and listen to them. Secondly, they have a very short career span. Most of the people in the sports and entertainment field start their career at the age of 19-20 and retire by 33-35 years. Whatever these celebs earn is during these few years and after that they face struggle.

My final argument is that these celebs sacrifice their personal life completely and so they do deserve these high salaries. They cannot enjoy the common things of life like the common man does. They are always followed by the paparazzi and their children too always need security. This is too much price to pay for the high salaries they receive.

There are many other professions, which require high salaries. Doctors, teachers and nurses also serve the humanity and deserve higher salaries. Then, there are people working in our defense services such as the army, navy and air force. Because of them, we are leading secure lives. That is why they deserve higher pay-packages. Furthermore, people working in high-risk professions such as fire-fighters and security guards should be paid more and finally people in administrative posts such as IAS and IPS officers should have higher salaries.

To sum up, people in the field of sports and entertainment well deserve their high incomes. However, there are many other professions, which also deserve high salaries.

Plan followed

Intro: agree

Para 1: Reasons

Para 2: More reasons

Para 3: Other professions, which require higher salaries

Conclusion:

## **12. In companies promotions to high positions should be given to employees inside the company, not to someone from outside or new hiring. Do you agree or disagree?**

It is a highly debatable issue whether promotions should be given to employees from within or new hiring should be done. The given statement is in favour of in-house hiring. It is necessary to look at the pros and cons of promoting from within the company before forming an opinion.

There are many benefits of hiring from within. To begin with, the employee is familiar with the company. No special training needs to be given. The person knows about the general working of the business. Moreover, employees feel that they will be rewarded for their extra effort and hard work. So, an employee who has been tested and has excelled at a lower level can be shifted to an upper level.

On the other hand, there are some disadvantages of hiring from within. Sometimes, the established policy of hiring from within makes some employees feel that they are entitled to promotion just because they have spent time with the company. Secondly, this can hurt the feelings of other employees who are not promoted. They may feel that they deserved the position better.

In my opinion, a manager or business owner needs to remember that all the hiring decisions need to be made with the idea of strengthening the business. This means that sometimes a person from within can be moved up and sometimes a highly qualified person can be hired from outside.

To conclude, each promotion needs to be done on a case-to-case basis and at all times the HR manager needs to do what is in the best interest of the company.

Plan followed

Intro: It is necessary to look at the pros and cons of promoting from within the company before forming an opinion

Para 1: benefits to hiring from within

Para 2: disadvantages of hiring from within

Para 3: sometimes a person from within can be moved up and sometimes a highly qualified person can be hired from outside.

Conclusion: each promotion needs to be done on a case to case basis

### 13. Some people think that managers alone should make decisions in the company, while others think that employees should be involved in the decision-making process too. Discuss both views and give your own opinion.

A company may have the best product, the most competitive prices, the best workforce and the best managers, but if it lags in decision-making, it won't last long. People are divided on the issue of - who should be the decision makers, whether it should be the managers alone or whether employees too should have a say. This essay intends to analyse both perspectives. I side with the latter view for trivial routine decisions and with the former view for the crucial top-level decisions

Managers are seasoned men. They manage. They are educated in management skills and are trained to handle crucial tasks. A well-trained manager, who has risen to the helms of affairs of any company, is obviously a better person for the job. Moreover, decision-making is an activity which requires only the selected few managers and owners. It can only happen when the owners and managers are well versed about the company's goals, aims, objectives, policies and conditions. Furthermore, confidential matters are shared only in the top brass of the organisation. Only the top managers know the loopholes and trade secrets of a company and can handle the things better.

On the other hand, the view to involve the employees in the decision making process is an evolving one. It has become the need of the hour to delegate and decentralize not just the responsibility to the employees, but the authority as well. An employee who does the same activity every day is a better judge and decision maker, for that very activity. He shouldn't be made to seek permissions for trivial matters. For example, if an operator is made responsible to assemble 50 motors, he should get a matching authority to decide for his activity too.

Moreover, when employees are involved in the decision-making connected to their respective activity, they feel motivated. They come up with better and newer ideas. They build a bond with the company and their job. They even perform better when their voices are heard.

To sum up, having discussed both views, the best approach would be to strike a subtle balance between the two. With authority should come responsibility and responsibility should be backed by authority. It would be best to involve the employees in the day-to-day decisions and keep the key level decisions to the managers alone.

Plan followed

Intro: Discuss essay

Para 1: Why managers are better

Para 2: Why employees should have a say

Para 3: More reasons in favour of employees

Conclusion

## 14. Many students take part-time jobs while studying in university. Do you think it is a good idea or bad idea?

It is irrefutable that the cost of tertiary education has become very high and students have to work part time to fund their education. This situation has both positive and negative effects. In the following paragraphs, I shall discuss the issue in depth.

There are many reasons why working part-time is beneficial while studying in university. Firstly, higher education is very costly and students need to do part time work to fund their education. Secondly, the habit of working hard right from early years makes students realise the dignity of labour and they are better placed in life later on.

What is more, students do not indulge in any violence and crime and drugs. This is because they don't have time for such activities. This also instils some discipline in their lives because they have to manage time effectively so that their studies don't suffer. Finally, while doing these jobs, they develop a network of friends doing different courses and from diverse backgrounds.

It is a negative development because it leads to stress and strain. Sometimes, students cannot strike a balance between work and study, which may result in stress. Consequently, when students face failures or can't cope with the pressures they can have suicidal tendencies.

On balance, I believe that being pushed to hard work is a positive development. However, there should be a limit to the number of hours students are allowed part time work, otherwise studies will suffer.

Plan followed

Intro: situation has both positive and negative effects

Para 1: Why it is positive

Para 2: How it is a positive

Para 3: How it is a negative development

Conclusion: reiterate opinion

## 15. In many places women are taking jobs, which are traditionally done by men. What do you think make these changes happen? What's your opinion about it?

The physical and genetic differences between men and women equip them for different activities and skills. However, in today's scenario it has been seen that women are proving their mettle even in the traditionally male-dominated jobs. This essay shall delve into the reasons for this change.

The first and foremost reason is the opportunity today's women are getting. Nowadays, as more and more women in different countries have started working outside the home, it is clear that they are able to perform jobs that were traditionally only held by men. Secondly, today's woman is also going for higher education and because of this, even the highest positions in science, politics or law, for example, can be held successfully by women.

Another reason is that today anyone can be trained to do any type of job. There is also increasing scientific evidence that individual differences between people may be more important than gender differences. In other words, some women may be physically stronger than some men, while some male individuals may be more sensitive, or more caring than some women.

I believe that today societies are becoming more egalitarian. Earlier, women worked in the homes in most cultures. The girl child was even denied education in many places. Even if there were employed women, they tended to dominate the so-called 'caring professions' such as teaching, nursing or social work. But today, men and women are walking shoulder to shoulder in every field and the line of demarcation between them has faded.

To sum up, in the modern world individual men and women can be trained to develop similar abilities. Differences in aptitude and talents are greater at the individual level than at the gender level. That is why women are taking up jobs traditionally thought to be men's jobs.

Plan followed

Intro: This essay shall delve into the reasons for this change.

Para 1: Reasons

Para 2: more reasons

Para 3: your opinion

Conclusion

## 16. Some people believe that young people bring more profits to a company. Others say that older people actually bring more profits. Discuss both views and give your opinion.

In this world of ever-changing technology and fast-paced innovations in the business world, it has become a much-debated issue whether the younger employees are more productive or the older ones. Some people are of the opinion that the tech-savvy youth make an organization more profitable and others opine that the experienced older employees are more important. I, however, believe that a combination of the creativity and innovation of the younger workers along with the wisdom and experience of the older employees would lead to the success of any company.

There are many benefits of hiring young workers. They are energetic, creative and bring new innovative ideas with them, which are very important factors of making any business successful in this age of competition. They are more efficient and productive, because of their energy and enthusiasm. Younger people are also more suitable for the jobs, which require more physical work and are labor-intensive, like construction work. Providing more job opportunities to the youth also helps solving the unemployment problem.

The importance of having older and experienced employees cannot be denied. They have the knowledge and skills, which the younger employees will take years to attain. There are certain work areas, which deal with confidential information that cannot be shared with a newly hired person. A manager would be more comfortable dealing with an older, loyal employee, when it comes to sensitive or confidential work-related information. It has been rightly said, "a new broom sweeps clean, but an old broom knows all the corners". So, an older employee would know the ins and outs of the work, whereas, a company might need to spend resources on training and induction of a new inexperienced, younger employee.

In my opinion, for any business or company to be successful, both innovation and experience play an indispensable role. The loyalty, trust and experience of the older employees are as important as the new ideas, creativity and enthusiasm of the younger employees. The younger and older employees are like the wheels of a car. If even one of the wheels is missing, we cannot drive the car.

To recapitulate, it can be said that we cannot choose between youngsters and older employees. There should be a right balance of both for any work or business to be successful.

Plan followed

Intro: Discuss essay

Para 1: benefits of young workers

Para 2: Benefits of older workers

Para 3: Own opinion- combination of both

Conclusion

## 17. Which is more important - A high salary or job satisfaction?

Many people choose their jobs based on the size of the salary offered. Personally, I disagree with the idea that money is the key consideration when deciding on a career, because I believe that other factors such as job satisfaction are equally important.

On the one hand, I agree that money is necessary in order for people to meet their basic needs. For example, we all need money to pay for housing, food, bills, health care, and education. Most people consider it a priority to at least earn a salary that allows them to cover these needs and have a reasonable quality of life. If people chose their jobs based on enjoyment or other non-financial factors, they might find it difficult to support themselves. Artists and musicians, for instance, are known for choosing a career path that they love, but that does not always provide them with enough money to live comfortably and raise a family.

Nevertheless, I believe that other considerations are just as important as what we earn in our jobs. Firstly, personal relationships and the atmosphere in a workplace are extremely important when choosing a job. On average we spend a great deal of our time in the workplace, which means that if we are not happy with our job, we are also unhappy with our personal life. Having a good manager or friendly colleagues, for example, can make a huge difference to workers' levels of happiness and general quality of life.

Secondly, many people's feelings of job satisfaction come from their professional achievements, the skills they learn, and the position they reach, rather than the money they earn. Low job satisfaction often leads to low productivity levels and work stress. Finally, some people choose a career because they want to help others and contribute something positive to society.

In conclusion, it is clear that choosing a career that one loves has many advantages. If you love what you do, your chances of success are pretty high and money will follow. High salary is also important but job satisfaction is definitely more significant.

Plan followed:

Intro:

Para 1: Importance of high salary

Para 2: Importance of job satisfaction

Para 3: Importance of job satisfaction

Conclusion: Job satisfaction is more important

## **18. In many countries, teenagers are encouraged to do part-time jobs. What's the situation like in your country? What do you think are the advantages and disadvantages of doing part-time jobs?**

Some countries such as the USA and UK encourage their secondary school students to do part time jobs. There are many pros and cons of this practice, which shall be discussed in this essay.

On the positive side, a teenager's job can teach work skills that will serve him well in college and prepare him for careers in adulthood. The right jobs may expose him to new work possibilities and set him on the path to a lifetime career. Teens also gain useful, marketable skills such as improving their communication, learning how to handle people, developing interview skills and filling out job applications.

To add to it, he can acquire confidence, develop a sense of responsibility and feel more independent. Earning money will enable him to buy things he wants and will provide an opportunity for learning responsible money management. What is more, studies find that students who work a moderate amount—no more than 10 to 15 hours a week during the school years—tend to earn higher grades than those who don't work at all. Furthermore, if parents work outside the home, an after-school job can give the teenager adult supervision in those crucial afternoon hours. Finally,

On the other hand, working more than 13 to 20 hours a week is associated with lower grades. Teens who work too many hours find it difficult to keep up extracurricular activities and social relationships. Some studies have found that teens who work long hours are more likely to engage in such risky activities as using illegal drugs or alcohol - in part because they are exposed to older co-workers who lead them astray. Finally, early entry into a negative or harsh work environment may encourage negative views of work. This would depend greatly on the maturity level of the teenager and the type of job obtained.

In India, teenagers generally do not work part time. This practice has recently started in big cities but is not very popular yet.

Summing up, teenagers are definitely benefited by working part time. However, the type of work should be carefully chosen and they should not be allowed to work more than 10-15 hours a week.

Plan followed

Intro: Discuss essay intro

Para 1: Advantages

Para 2: More advantages

Para 3: Disadvantages

Para 4: Situation in India

Conclusion: Advantages more than disadvantages

## 19. Nowadays doctors can become very rich. Maybe they should not focus on profitable activities such as plastic surgery or looking after rich patients and concentrate more on patient's health, no matter how rich they are. Do you agree or disagree?

It is irrefutable that the medical profession is a very lucrative field, but I disagree that doctors should not delve into money-making plastic surgeries and treatment of rich patients and focus on patients' health instead of looking at his pocket. A number of arguments surround my opinion.

To begin with, I would like to say that, it takes years to become a doctor and medical education is also very expensive nowadays. No doubt, doctors must serve the society, but to serve the poor or needy, first they have to generate their own sources of income. For a doctor the status of the patient is not important and he has to treat anyone who comes to him. By rendering his services to the rich, he can provide help to the weaker sections and thus help society.

Secondly, I would like to add here that cosmetic surgeries are also part of people's health. They are part of mental health, which is also very important. It is not just the celebrities who go in for such surgeries. People having accidents in which facial features are affected, also need to go in for such surgeries. Can you imagine the mental status of a woman who has lost her external ear or has disfigured her nose in an accident?

Finally, there are children born with cleft lip or palate, who also need plastic surgery. Therefore, it would be wrong to say that doctors should not focus on such surgeries. There are doctors who are doing plastic surgeries absolutely free for children suffering from cleft lip and palate. They charge their rich patients but they never say no to a poor and needy one. Also, it is a well-known fact that as in any other profession, it is not all who earn very high.

To sum up, a doctor's duty is to treat patients and there is nothing wrong if he charges money from those who can afford to pay as long, as he is looking after the poor ones too. It would also be wrong to label all cosmetic surgeries as un-needed and profitable activities as they are also part of the health of the patients.

Plan followed

Intro: I disagree

Para 1: it takes years to become a doctor and medical education is also very expensive nowadays.

Para 2: cosmetic surgeries are also part of people's health – mental health

Para 3: children born with cleft lip or palate, who also need plastic surgery

Conclusion: reiterate opinion

## 20. According to a survey, people involved in certain occupations and professions are seen to be honest. What is the situation in your country? Why?

It is well known that some professions require people to demonstrate extra levels of honesty than other professions. For instance, those working in the medical and the teaching profession are seen to be more honest than advertisers and insurance agents. The situation is the same all over the world and my country is no exception. In the following paragraphs, I shall put forth some reasons for this phenomenon.

In some professions being honest is the best way to maximize profits in the long run. Let us take the example of a businessman. The most effective way for a businessperson to maximize profits over a long period of time is to follow the highest standards of ethics. Ethical conduct will gain a company the kind of good reputation that earns repeat business. Treating suppliers, customers and others fairly is likely to result in their reciprocating.

Moreover, in some professions there is no room for dishonesty. For instance, in the medical profession you have to tell the correct diagnosis to the patients. A lawyer has to stick to facts and cannot afford to distort them based on his judgments. Similarly, journalists must provide news based on facts and cannot afford to present ill-founded news.

On the other hand, there are some professions such as the insurance agents and advertisers, who are seen to be less honest than others. This dishonesty may not be apparent, as they may not be lying about their products or services; they may just be hiding facts. Thus, undue concern with honesty in these cases might result in lower profits and perhaps ultimate business failure.

However, it is difficult to generalize professions based on honesty. For instance, in the medical profession, some doctors may be prescribing an un-necessary battery of tests just for their benefit and some insurance agents may be telling all the positive and negative points of their insurance plans to their clients.

To conclude, some occupations seem to be more honest than the others. The situation is the same all over the world. To survive in the long run, honesty always pays. Mary Kay Ash has rightly said that, "Honesty is the cornerstone of all success, without which confidence and ability to perform shall cease to exist."

Plan followed in the essay

Intro: Start with a quotation. Acknowledge the statement and tell about the situation in your country.

Para 1: One reason for honesty – beneficial in the long run

Para 2: Another reason – some professions have no room for dishonesty

Para 3: Reason for dishonesty in some professions with example

Para 4: Difficult to generalize honesty – individual variation

Conclusion:

## 21. Although there are more and more women police officers in reality, are they really suitable for this job?

Increasing numbers of women are choosing to work in the police force nowadays and have showed their mettle in this field. The issue raised is whether women are actually suited for such jobs. I believe that not only are women suited for such jobs, they are in fact better than men in many areas of police jobs.

In many of the areas of police activity, women are especially adaptable and can even perform better than men. For example, policewomen are especially suitable for working for special police prostitution groups, dealing with trafficking in women within the larger cities. They are also better in dealing with domestic violence and juvenile affairs. Policewomen are generally more acceptable to women and children who have been the victims of the misdeeds of men. Girls and young children have more confidence in women.

What is more, the field of crime prevention is becoming more important to police agencies and here policewomen play their greatest role. They are also gifted in gaining the confidence of small children and in determining whether behaviour is normal or antisocial. The employment of policewomen offers the best method of finding out the real problem, and then determining the best course of action to pursue.

Research conducted internationally clearly demonstrates that women officers use less physical force and are therefore better at dealing with violent confrontations with citizens. Additionally, women officers often possess better communication skills than their male counterparts and are better in obtaining the cooperation and trust required in their job. They are considered at least equal to male officers in most areas of police work. They have shown no differences in the quality of their performance in street patrolling. Those skeptical about their role of police officers base their argument on women's lack of physical strength. However, with proper training even this factor can be overcome.

To conclude, female officers are equally capable as their male counterparts. In some situations they have even proved themselves better than men. No wonder, we are seeing more and more women in police force.

**Plan followed in the essay**

**Intro:** Give your opinion and write a thesis statement. I have said women are suitable for these jobs and are even better at places.

**Para 1:** Give examples where women are better than men – Prostitution, juvenile crime

**Para 2:** More examples of where they are better – crime prevention

**Para 3:** Better communication skills – as good in street patrolling. Opponents view – less physical strength – negate it

**Conclusion:** Reiterate your views.

## 22. Nowadays some professionals such as doctors, lawyers and engineers are paid much higher than ordinary workers. What do you think of this trend? Are there any jobs, which you think should offer higher salaries?

It is irrefutable that doctors, lawyers and engineers are paid much higher than ordinary workers. In the following paragraphs, I shall discuss this issue at length and also suggest some other occupations, which deserve higher salaries.

To begin with, professions, such as medical, engineering and law, require far more years of study than what ordinary workers have to do. For example, for a basic M.B.B.S degree, more than 5 years of study is required, and after that to specialize in any specific field another three to five years are required. A person with a simple M.B.B.S degree does not earn all that high. Similar is the case with engineering and law professions. They have to undergo many years of struggle and training to finally reach their telephone-figure salaries.

Secondly, it requires a lot of financial input to attain these degrees. Many students have to take loans to study, which they have to repay later on. They may remain in debt for many years while they pay off their student loans. Therefore, their higher salaries are justified. Ordinary workers, on the other hand, do not have to spend huge amounts on their college and university fees. What is more, some of these professions are round-the-clock professions very challenging physically as well as emotionally. Finally, it would not be wrong to say that not all such professionals are highly paid. Many of them keep struggling throughout their lives.

There are many other jobs, which merit higher salaries. I believe that teachers and nurses are doing commendable jobs for the society. They should be paid lucrative salaries so that people want to join these occupations. Then, there are people working in our defense services such as the army, navy and air force. Because of them, we are leading secure lives. That is why they deserve higher pay-packages. Furthermore, people working in high-risk professions such as fire-fighters and security guards should be paid more and finally people in administrative posts such as IAS and IPS officers should have higher salaries.

To sum up, there is no doubt that doctors, lawyers are receiving high salaries, but they rightly deserve them and many other professions are there which need to be paid more.

Plan followed

Intro: agree

Para 1: 1st reason

Para 2: 2nd reason

Para 3: Other professions, which need higher pay

Conclusion: Reiterate what you have already said

### **23. In some countries, it is common for women to participate in the workforce when their children are young. What are the advantages and disadvantages of this?**

The mother's employment status does affect the families and children. These effects can be both – positive and negative which shall be discussed in this essay.

On the positive side, two family incomes are very important to make both ends meet. So women work and add to the financial status of the family. This additional income helps to provide better education and other facilities to the children. What is more, it has been seen that the children of working mothers do better academically, have better behaviour and adjust themselves better socially. Another advantage is that, most families accommodate to the mother's employment and in doing so provide a family environment that works well. In two-parent families, the fathers take on a larger share of the household tasks and child-care and this seems to have benefits for the children.

Furthermore, employed mothers have a higher level of well-being than those who stay at home and this, in turn, affects their parenting in positive ways. Therefore, the mother's employment itself does not seem to have the negative effects on the children. The society also has changed and today we have affordable and quality day care centres, which are a blessing for working mothers. Finally, women have proved their mettle in many fields and the modern workplaces need their services more than anything else.

The disadvantages, on the other hand, are that children need the loving and affectionate care of mothers in the early years of their lives and if mothers go to work then they are deprived of this to some extent. Women also need some rest after child birth as it is a physically and emotionally challenging time for them. Some people opine that juvenile delinquency is on the rise because mothers do not give time to their children because of going to work.

To sum up, it can be said that there are both advantages and disadvantages of women going to work when their children are young. However, the pros far outweigh the cons.

#### **Plan followed**

**Intro:** Balanced intro as it is a discuss essay

**Para 1:** advantages

**Para 2:** more advantages

**Para 3:** Disadvantages

**Conclusion:** advantages outweigh disadvantages

## 24. Some employers want to be able to contact their staff at all times, even on holidays. Does this development has more advantages than the disadvantages?

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Technological innovations have revolutionized every aspect of our lives, especially the workplaces. One of the developments of these advancements is the way the employers and employees communicate. At some workplaces, the managers or bosses expect their employees to be available to take work related requests at all times, even on weekends and on holidays. I believe that such expectations from the employers have more negative effects than positive.

Admittedly there are some benefits of the 24/7 connectivity between the employer and the employee. The first is that it leads to better relations between them, if used wisely. If they are well connected through the mobile phones or emails, then there will be fewer misunderstandings, better rapport and a certain amount of comfort level, even for the employee. This further helps the employee being more creative and productive. To add to it, in some emergency situations, requiring immediate attention, critical decisions can be taken without any delays.

Having looked at the benefits, undoubtedly the drawbacks of this development are many and worrisome. It is one of the leading causes of the work-life imbalance. The employee is not able to give time to the family or sometimes has to leave a family outing or a meal or any important family occasion, to deal with the work related problems. This leads to many problems in their personal lives. Furthermore, the employee may always be stressed about the fact that the employer can call them at anytime and so, they are not able to enjoy anything fully. This may also create a rift in the employee-employer relationship.

To add to the above mentioned points, the employee may not be able to cope up with the stress, which not only affects the productivity and efficiency at work, but also leads to many health related problems, like hypertension, cardiovascular diseases and so on. Moreover, such employees are more likely to be resented by others at the workplace and again this will add to the pressures and anxieties they are already dealing with.

To conclude, it can be reiterated that if used prudently, the communication technology can be a boon for both the employees and employers. However, the detrimental effects can be quite grave, if the employer doesn't respect the staff's personal and family time.

Plan followed

Intro:

Para 1: Advantages of the 24/7/employer employee relation

Para 2: Disadvantages of the 24/7/employer employee relation

Para 3: More disadvantages of the 24/7/employer employee relation

Conclusion:

## 25. Some developed countries have reduced the number of school hours. Is this a positive or a negative development?

Shortening of the school day is a topic that has been debated a lot recently. There are advantages and disadvantages associated with shortening the school day, which shall be analysed in this essay. I believe it is largely a negative development.

On the downside, a shortened school day would reduce the amount of instructional time. For some laboratory classes reducing the number of minutes in class each day could have a detrimental impact. Shorter segments of instructional time might diminish the quality of instruction. Biology, chemistry, art, physical education and music classes all have the potential to be detrimentally affected.

Secondly, if the school day were shortened, the system might have to reduce the number of vacation days or add days at the beginning or end of the school year in order to satisfy the hours requirement. Finally, it would add to the stress of finding day care for after school hours for those parents who are working full time.

On the positive side, reducing the number of hours would allow extra time for students to participate in additional educational or vocational experiences. Students would have more time for an after-school job to provide supplemental income to lower income families. Students might also have the opportunity to participate in internships, perform community service, take advanced classes or investigate another activity that might broaden their intellectual horizons.

Furthermore, there may be some financial savings to the school as teachers would work fewer hours and therefore, would get less pay. The utilities, such as heating, air conditioning, electricity, of the actual school buildings would be used less and contribute to the savings. For example, the potential savings of shortening a school day 1.5 hours might result in a savings of 6 percent to 20 percent of the overall budget, depending upon buildings and staffing.

To sum up, shortening the school hours would have pros and cons, but the disadvantages far outweigh the advantages.

Plan followed

Intro:

Para 1: Negative effects

Para 2: More disadvantages

Para 3: Advantages

Para 4: Advantages

Conclusion:

## 26. In many countries, children spend long hours on homework. Some people think less homework can reduce student's stress and give them a chance to develop other skills. What is your opinion about this?

People have been deeply divided over the homework issue for a long time. On one hand there are the proponents of homework who talk of its benefits and efficacy, and on the other hand we have some individuals, who would like schools to adopt a no homework policy for students. The given statement, however, raises a concern about too much homework and says that homework should be light and non-stressful. I completely agree with the given notion.

On the one hand homework gives the chance for a student to learn lessons in a more comfortable environment. It helps to consolidate and clarify what was learned during the school day. It is an extension of classwork that allows students to achieve mastery of the content or skills to be learned. It reduces time for TV and video games and promotes good study habits. It teaches self-discipline and time management and above all, it lets parents see what their children are doing at school.

But, when the children are overburdened with homework, all the advantages of homework seem to fade away and the dark side becomes prominent. Too much homework reduces family time. Most parents have to work full time in order to support their family today. When they come home, they want to spend time with their children, but children are too busy in homework. It also prevents students from helping parents in household chores.

Moreover, students need time to relax, play and pursue sports and hobbies. Too much homework can make students too tired after a long day at school. It may also keep them up too late at night. What is more, homework is often meaningless busywork, which does not promote real learning. Therefore, care must be taken to ensure that homework is relevant and linked to vital learning objectives at all times. It must be designed to deepen students' understanding, and facilitate mastery of the material to be learned. Teachers should not overburden students with homework. There should always be reasonable homework timetables or schedules and homework should be age appropriate. It can range from one hour or a little less per night in the lower school, to three hours or a little more per night in the upper school.

To sum up, homework should be there, as it has many benefits, but it should be within reasonable limits and should promote real learning.

Plan followed:

Intro: Agree

Para 1: Advantages of homework

Para 2: Disadvantages of too much homework

Para 3: More disadvantages

Conclusion: Reiterate opinion

## 27. Some people think that children should receive formal training at school on how to be good parents in the future. Do you agree or disagree with this statement?

Children represent both the present and the future. In recent years, childcare has gained as much importance as any other subject of academic studies. Traditional childcare skills, which are passed on from one generation to another through oral and informal instruction, are not sufficient to guarantee quality care, so some people opine that childcare should be added as a subject in schools. I, however, do not agree with this notion.

Those who advocate childcare courses in schools say that childcare is not a simple process of feeding children, changing diapers and making them sleep regularly. Contemporary childcare is much more than all this. Childcare is a complex science that goes beyond nutrition. It involves the physical and emotional well-being of children. With the changing times and changing family structure, childcare-training courses should be the norm for all.

However, adding childcare as a subject in schools would add to the burden of children as well as schools. The children of today are already burdened with tough academic competition. Their school bags are at times heavier than their own weight. Moreover, teaching childcare would not register in their minds at that tender age, when they are themselves children. I believe that would be taking away some of their childhood.

Another argument which goes against childcare as a subject is that nowadays, youngsters are very career conscious and are marrying late and having children late in life. They plan to have children when they are prepared for the added responsibility. At that time they are mature enough to face the challenge of parenthood. Finally, what may be a good parenting strategy today, may not seem right by the time they become parents. Times are changing very fast, as we all know. So such classes are not needed.

To summarise, successful childcare is a challenge. Children's healthy development is measured not only by physical wellbeing but also by growth in other dimensions. However, adding this as a subject is not a practical idea.

### Plan followed

Intro: Disagree

Para 1: Arguments of those who advocate such courses in schools

Para 2: Arguments against

Para 3: More arguments against

Conclusion

## 28. Some people think that uniform at school is unnecessary and should be banned. To what extent do you agree or disagree? Give your opinion and examples from your own experience.

School uniforms are mandatory in most of the schools, but some students dislike wearing uniforms. Therefore some people opine that uniform should not be there in schools. I, however, oppose such a notion. I firmly believe that uniforms should be compulsory in schools.

To begin with, uniforms give a sense of identity to the school. It instills a sense of discipline in school children. The students feel that they belong to the school. Every student of the school feels like part of a bigger group. Secondly, uniform is a social leveler, where pupils are drawn from a wide cross-section of society. A uniform finishes these differences and thus reduces the gap between the rich and the poor. The teachers also tend to treat all students equally when they are in the same uniform.

Another big advantage is that if students play truant and bunk school, they can be easily identified. Finally, the uniform provides security. For example, if some miscreants come in the school, they can be easily spotted from afar. Even on school excursions, it is easier for the teachers to manage if all students are in same uniform.

There are people who oppose having a school uniform. They say that uniform is unattractive and old fashioned. They believe that students can express themselves better through their clothes and should be given the chance to show their individuality. Wearing a uniform creates an opposite effect. I still believe that if schools started running without a school uniform, there would be utter chaos in the classrooms.

To sum up, school uniform should be retained in all circumstances. Students should not be given the liberty to wear clothes of their own choice. Uniforms can be modernized and changed according to circumstances but a uniform is a critical aspect of education.

### Plan followed

Intro: uniforms should be compulsory

Para 1: Advantages of uniforms

Para 2: More advantages of uniforms

Para 3: Why some people oppose uniform

Conclusion: reiterate opinion

## 29. Many people believe that cooking is an essential life skill and should be taught to boys and girls in schools. Others disagree and believe it is a waste of school time. Discuss both views and give your opinion.

People are divided on the issue of teaching cooking in schools. Some say that cooking is a valuable skill and should be taught as a subject in schools. Others are opposed to it. This essay intends to analyse both perspectives. I, however, side with the latter view.

To begin with, today children are already burdened with many academic subjects. Today's child does not have to compete with children of his country, but with children of this shrunken planet, this global village. Adding another subject like cooking is not at all wise. What is more, cooking is something which children can learn as and when the need arises. Today, the technology is so advanced that if you need any recipe, just search on the Internet and even the detailed videos are available. There is no need to waste precious schooldays on this skill.

Secondly, cooking is not a theoretical subject; it has more of a practical component. It would, therefore, be a big burden on the infrastructure of the schools to provide kitchen laboratories. What is more, children could suffer injuries while working in these school kitchens. Finally cooking is something which one keeps learning while doing throughout life. Therefore, there is no need to incorporate this subject in the school curricula.

Proponents of having cooking as a subject say that today children belong to nuclear families and in most cases both parents are working. If children know cooking, they can cook for themselves in times of need. Secondly, today many students go abroad for their higher education. There they would not face any food problem if they have culinary skills. Another big advantage would be that children would also know the value of healthy ingredients of food.. Definitely, they would refrain from eating too much fast food.

To conclude, there is no doubt that home cooking is a disappearing skill in many countries, even then it would not be advisable to add it as a subject in schools.

Plan followed

Intro: Discuss essay intro

Para 1: Why not have it as a subject

Para 2: More reasons

Para 3: Reasons for having it as a subject

Conclusion:

### 30. Some people think students in primary school / secondary school should be taught how to manage money because it is an important life skill. Do you agree or disagree?

It is irrefutable that in today's complex life, monetary skills are essential for people of all ages. I agree that financial management is a vital life skill and hence should be taught to primary and secondary school students. A number of arguments surround my opinion.

The main advantage of incorporating financial planning at school level is that students have the opportunity to enter adulthood armed with a better understanding of how money works, and how to make it work for them. For example, individuals who start a business or even start a family require certain level of financial know-how to function efficiently. In addition, such proficiencies learned in school make young adults acquainted with superior budget planning strategies, thus increasing the chances of success by taking judicious decisions. Thus, it is understandable how knowledge about money can cater students towards an erudite adult life.

As well as providing a basis for future learning, early financial education can also be of benefit to primary school pupils in the shorter term. Young people are encountering money earlier and earlier in life. A survey conducted found that the average age at which children first have their own mobile phone is eight years, while the average age that children borrow a debit or credit card to purchase items online is just 10. So, today's children need to be money-savvy very soon and primary and secondary school years are the best to teach them all that. Moreover, this encourages them to wisely spend their funds, while making them realize the worth of all the facilities provided to them by their parents.

To conclude, financial planning classes at school level can help a lot in the short term as well as long term. Therefore these classes are an absolute must in school.

#### Plan followed

Intro: Agree

Para 1: Advantages

Para 2: advantages

Conclusion: Reiterate opinion

### 31. Some people think that schools do not do enough to teach young people about how to look after their health. To what extent do you agree or disagree?

"Health is Wealth" is a well-known saying. The home, the school and the community should share the task of helping each child to be healthy. Unfortunately, health education is not given any place in most schools. Wherever it has been started, it has brought enormous benefits. This essay shall delve into the advantages that can be brought about by school health programmes.

To begin with, it has been seen that schools that provide health services and education not only benefit school-aged children, but also the entire community. This is because school children can act as messengers for other out-of-school children and members of their communities to communicate better practices in hygiene and overall health. It has also been demonstrated that de-worming programs in schools benefit out-of-school children by reducing disease transmission in the community as a whole.

Furthermore, healthier children are more likely to attend school, and absenteeism is reduced. Education and good health offer children the power of choice and opportunity, as well as optimism for a better life. In this way, health education in childhood can help establish lifelong positive behaviors. What is more, health education can help protect individuals, particularly young women, from HIV infection and pregnancy. It is widely recognized that school health and nutrition programs are essential to prevent further HIV/AIDS pandemic.

Finally, we all know that today childhood obesity is a big problem because of fast food trend. Obesity is not just one problem; it can lead to many other problems such as hypertension and diabetes at a young age. If health education is incorporated in the school curricula, this problem can be tackled to a large extent.

To conclude, it can be said that, health education should be a mandatory part of all school curricula. It would bring many benefits in times to come, not only for the children but for the entire communities.

Plan followed

Intro: This essay shall delve into the advantages that can be brought about by school health programmes.

Para 1: advantages

Para 2: more advantage

Para 3: more advantage

Conclusion:

## 32. Some people say that science study should be mandatory in schools, whereas others argue that it is unnecessary. Discuss both views and give your opinion.

Science is a very important subject, just like many other subjects. However, people are divided on the issue about it being a part of school studies. Some people are of the opinion that it is a very important subject and must be taught in the school years. Others opine that it shouldn't be a compulsory subject at schools. I will discuss both these perspectives in this essay. I, however, side with the former view.

Science should be taught in the early years, as a part of the elementary education. This is the one subject that provides answers to all the questions that children are curious about and about how things work. For instance, why the moon looks different on different days of the month or why do we have different seasons? This increases their knowledge and understanding. It also makes children think logically, solve problems and also makes them understand the other subjects better. It makes children question everything and not accept everything as it is. This develops critical thinking among children.

Some other benefits of teaching science in schools are that it increases awareness about the technology and various issues like, pollution, conservation of natural resources, endangered wild animals, different weather conditions and so on. It is a practical subject and students can learn easily by performing experiments in laboratories. Furthermore, it cannot be denied that the countries that support more science programs are more progressive than those, which don't give importance to science.

Those who say that science should not be taught to schoolchildren, say so because they think that science is ever changing. They say that keeping up with the advances made in science everyday and new discoveries made, is very difficult for children to cope with. They shouldn't be burdened with difficult concepts like the big-bang theory, sub-atomic particles, neurotransmission and so on. If they have an interest in science, students can take it up as a specialization in high school or secondary education.

In conclusion, study of science subjects clearly has more benefits than cons. It may have some difficult to understand concepts, however, if taught in an engaging and interesting way, it will help with the holistic development of children.

### Plan Followed

Intro: Discuss essay intro

Para 1: Why science should be compulsory

Para 2: More advantages of teaching science

Para 3: Other view

Conclusion:

### 33. Do you think than physical activities should be introduced to schoolchildren on regular basis? Explain. What kind of sports are the most useful?

It is very important that for the holistic development of a child that regular physical activity be a part of their routine. The best way to do that for children is to include it in their school time. There are a number of sports that children can play to stay both physically and mentally fit. The numerous benefits of physical exercise for children are discussed in the upcoming paragraphs.

Regular physical exercise is needed for a healthy body and a healthy mind. It helps with proper growth and builds strong bones and muscles. Including sports or any other exercises in a child's daily schedule, helps set a good habit very early and this helps them remain fit and active throughout their lives. Research has proved that exercising during early childhood years helps prevent many diseases later in life, like obesity, diabetes, cardiovascular diseases and so on.

Sports and any other form of physical exercise also help reduce stress and anxiety. This in turn makes the children do well academically, as they are able to concentrate better, do their tasks on time and achieve better grades. This is the reason why most of the schools have physical education as a part of their curriculum. It is as important as any other academic subject taught at schools.

Another very important benefit of including such activities at schools is that students learn the very important life skills, like teamwork, co-operation, discipline, sportsmanship spirit, punctuality etc. These skills have become the need of the hour, with the ever-growing competition, in every field. Children also learn about different cultures when they play sports, as they come across other participants from different regions and backgrounds. This helps broaden their horizons and inculcates a sense of equality.

There are many sports that can be easily incorporated by the schools. If there is sufficient open area available at a school, sports like basketball, volleyball, cricket, football etc. can be easily included. If a school premises doesn't have enough open area, then many indoor games can be taught to the students, like table tennis, badminton, basketball and so on. Many other indoor games like chess can also be included, which can help students develop strategy-related skills. Games like scrabble can help students build their vocabulary in an interesting way and help them academically as well.

To conclude, I would reiterate that it is very essential that physical activity be a part of every child's daily routine, so that they develop skills and good health, which helps them throughout their lives.

#### Plan followed

Intro: Yes

Para 1: advantages of sports

Para 2: More advantages

Para 3: Even more advantages

Para 4: What physical activities could be there

Conclusion

### 34. Some people believe teenagers should concentrate on all school subjects, even ones they do not enjoy. Others, however, believe that teenagers should only focus on the subjects they are best at or find most interesting. Discuss both views and give your own opinion.

In today's competitive world, a broad knowledge is needed to succeed in any field. However, some people say that it is a waste of time if students study subjects, which are not of their interest. This essay intends to analyse both perspectives. I, personally side with the former view.

Let us first examine the reasons why some people hold the opinion that students should not have to study all the subjects and should be allowed to choose the subjects they want to study. They opine that in this case the students will probably be more enthusiastic about their study. In addition, if students are forced to study all subjects, they can easily lose interest in education. What is more, if all subjects are compulsory for studying, students will not have enough time to learn all of them properly therefore they will be constantly under a lot of pressure.

However, I believe all subjects are of great importance and for the holistic development of the students they need to study all subjects equally at school level. Later on, during admission to the colleges, students can select the subjects of their choice and can explore them further. At that age they are mature enough to decide their subjects for themselves. At school level the student may not know what his real interests are.

Furthermore, nowadays, the job market is very demanding and the recruiters select students who are skilled in various fields. Having the basic knowledge of varied subjects during school time definitely widens the horizons for the students. To add to it, it is a well-known fact that most subjects are related to each other in some way or the other. For example, a basic knowledge of mathematics is needed to excel in computer languages. Finally, I believe that it is up to the teachers to develop interest of the students in any subject. For instance, during my school days, my history teacher was so good that a boring subject like history was the favourite subject of the whole class.

To conclude, students should learn all subjects at school level as they are not mature enough to know their real interests at school level and a broad knowledge is also needed for their holistic development.

#### Plan followed

Intro: Disagree

Para 1: reasons why some people hold the opinion that students should not have to study all the subjects and should be allowed to choose the subjects they want to study.

Para 2: Why all subjects are important

Para 3: More reasons to study all subjects

Conclusion: reiterate opinion

### 35. Nowadays, as a part of the educational process, students work at a company for a short period of time without pay. Do the advantages of this outweigh the disadvantages?

Unpaid internships are a part of many degree programs nowadays. I believe the advantages of this trend fairly outweigh the disadvantages.

The main advantage of working in companies for free as part of course is to the students themselves. Students gain valuable experience, which can help them in deciding the career of their choice. An internship can also give them the possibility of securing a job upon graduation or shortly thereafter. Former interns have a competitive advantage over other job seekers since the company knows them.

These internships also benefit the employers in several ways. They get services at no cost. They can screen trainees and get acquainted with their quality of work. They can always hire employees who show good progress when performing duties assigned by them. In this way employers can convert interns to full-time employees seamlessly, which reduces or eliminates any training-related costs.

There are benefits to the educational institutes also. Their student interns tend to bring their real-world experience back to the classroom, which helps keep courses relevant and curriculum up-to-date with the current trends. This results in a richer learning experience for everyone.

On the other hand, unpaid internships also have a downside. Those who do unpaid internships can be exploited and made to work longer hours, which may affect the current employees. They may find these younger counterparts a threat. Secondly, many students can't afford to take an internship if it doesn't pay anything, which can contribute to social inequality. Finally, it has been seen that doing a free internship does not actually increase employability. Employers start thinking that if they such unpaid interns may also be willing to work for lesser money than their regular employees.

To sum up, unpaid internships have advantages to interns, employers and educational institutes. There are a few disadvantages, but the advantages overpower them.

Plan followed

Intro:

Para 1: Advantages to students

Para 2: Advantages to employers

Para 3: Advantages to educational institutes

Para 4: Disadvantages

Conclusion:

### 36. Some people say that in our modern age it is unnecessary to teach children about the skills of handwriting. To what extent do you agree or disagree?

A common opinion is that with the increasing role computers play in our society; handwriting is no longer an important skill to learn at an early age. Unfortunately this opinion is misguided. I firmly believe that handwriting is very important even in today's era of technology. A number of arguments surround my opinion.

Handwriting is important because research shows that when children learn how to do it, they also learn how to express themselves. Handwriting is so much more than simply putting letters on a page; it is a key part of learning to communicate. Writing is almost as important as speaking, as a medium for communicating thought. For this reason it is said that "Writing is a secondary power of speech, and they who cannot write are in part dumb." Scrawls that cannot be read may be compared to talking that cannot be understood; and writing difficult to decipher, to stammering speech.

Handwriting is also important because children are required to use it daily in school from kindergarten on. Children who struggle with the mechanics of handwriting may have trouble taking notes or tests or completing their schoolwork. This can affect both their self-esteem and their attitude toward school. Good handwriting can mean better grades. Studies show that the same mediocre paper is graded much higher if the handwriting is neat and much lower if the writing is not.

What is more, handwriting proficiency inspires confidence. The more children practice a skill such as handwriting, the stronger the motor pathways become until the skill becomes automatic. Once it's mastered, children can move on to focus on the subject, rather than worry about how to form letters. Furthermore, handwriting aids memory. For example, if a person writes a list or a note — then loses it — he is much more likely to remember what he wrote than if he just tried to memorize it.

In summary, handwriting skills are very essential even today. Apart from being a tool of communication, it helps the brain develop, it can improve grades and confidence and also aids memory.

Plan followed

Intro: Disagree

Para 1: Writing is a method of communication

Para2: Handwriting improves grades

Para3: Improves confidence and memory

Conclusion: reiterate opinion

### **37. Some people say subjects like arts, music, drama and creative writing are more beneficial to children, and therefore they need more of these subjects to be included in their timetable. Do you agree or disagree?**

Arts have little or no place in the educational curriculum so far because we have a feeling that time spent on these things is time wasted. Recent studies, however, have shown that a good curriculum that includes arts education can have multiple benefits, which I shall highlight in this essay.

The most important benefit of arts in schools is that it contributes to making a well-rounded student. Certain forms of arts instructions enhance and complement academic skills such as basic reading skills, language development and writing skills. So, children do well in other subjects also.

Another big advantage is that it encourages the pursuit of extra-curricular activities. Children get a chance to show their creative expression. When such hidden abilities are exposed in school time then those with exceptional talent can be encouraged to adopt it as a profession later-on in life. It is a well-known fact that people in such professions are earning telephone figure salaries nowadays.

Last but not least, such subjects are stress-busters. In the highly competitive era of today, pressure of academic subjects is too high. Arts like music, drama and creative writing break the monotony of tough academic studies.

To conclude, our educational curriculum needs a serious revision and more of such subjects need to be added to the school curriculum. They complement academic study, bring out hidden talent and break the ennui of tough academic studies.

#### **Plan followed**

Intro: a good curriculum that includes arts education can have multiple benefits, which I shall highlight in this essay

Para 1: advantage

Para 2: another advantage

Para 3: another advantage

Conclusion:

### 38. Some people who failed at school can be highly successful in their adult life. Discuss why does this happen? And what are the main factors to get a successful life?

It is often seen that some students who are not very brilliant in school time become very successful in their adult life. There could be many reasons for this phenomenon, a few of which I shall put forth in this essay. Along with some factors for a successful life.

To begin with it could be said that some students may not be good at studies, but may have some talent in them, which could make them reach the pinnacle of their careers and they could become rich and successful. For example, one of my class fellows always used to fail at school, but he was a born singer. He took part in a reality show of singing and reached the third last elimination round. Although he did not win the show, but ever since then he has his evenings booked for shows and he is earning handsomely well. Here the main factor for success is inborn talent.

Another reason could be attributed to the education system, which relies on rote learning and in which too much emphasis is given to theory and very little to practical. Because of this some intelligent students may be left behind in studies and those with good rote learning capability could pass with flying colours. Later on in life, when they enter the world of work, they may succeed in life because of their practical skills. Furthermore, some students may be very good at some sports or other extracurricular activities. They may succeed in life because they work hard in those sports and excel in them. Who has not heard of the famous cricketer Sachin Tendulkar. He was a school dropout and failed his board exams. Here the factor for success is the hard work and perseverance later on in life.

Some children are born with a silver spoon in their mouth. They may take school very non-seriously but may be very successful in life because they may get business tactics from their parents, which may make life smooth sailing for them. The son of the biggest cloth merchant of my hometown is a school dropout but he has got a very good business acumen and today he is earning much more than the highly educated elite of my home town. Here the factor for success is family support.

To conclude, there are many reasons why many, who fail at school succeed in adult life but such examples are not very common and a lot many school failures have to struggle throughout their lives.

#### Plan followed

Intro: There could be many reasons for this phenomenon, a few of which I shall put forth in this essay.

Para 1: The main reason and factor for success is inborn talent.

Para 2: Another reason could be attributed to the education system, which relies on rote learning and those with good rote learning capability could pass with flying colours.

Para 3: Another factor for success is family support.

Conclusion:

### 39. Some people think if students are afraid of the teacher it is better. Others say that having a friendly relation is better. Discuss both points and give your opinion?

Young children are buildings under construction and teachers are the builders. It is a highly debatable issue whether teachers should be friendly or strict. In my opinion, extremes of both approaches are bad. A good teacher should know when to be friendly and when to be strict and also know the degree of friendliness and strictness required.

There are many advantages if teachers are strict. To begin with, discipline can only be maintained if teachers are strict. For example, if students are afraid of the teacher, they will attend classes regularly and complete their work in time. But, if the teacher is too strict, then the students may lose interest in the subject and may not come to the teacher with their problems.

On the other hand, a friendly teacher is like a good mentor with whom students can share their problems. Students also take more interest in the subject. Students bloom under the guidance of such a teacher. The disadvantage, however, is that a too friendly or partial attitude results in diversion from studies.

In my opinion, a good teacher should be like a friend, philosopher and guide for his students. But, from time to time, he should pull the reins so that the students do not go out of hand. After all, he is shaping the future of the nation. There is a well-known saying in Sanskrit that 'Acharya Devo Bhava' which means that a teacher is like a God.

To conclude, it has to be decided by the teacher when to be friendly or strict and how much degree of friendliness or strictness is required because extremes of both approaches are detrimental for the future of a student and ultimately for the future of a nation.

#### Plan followed

Intro - highly debatable issue whether teachers should be friendly or strict. In my opinion, extremes of both approaches are bad.

Para 1: Adv of teacher being strict and disadvantages of being too strict

#### Discipline

Students attend classes regularly and complete their work in time

Para 2: Advantages of teachers being lenient and disadvantages of being too lenient

a friendly teacher is like a good mentor with whom students can share their problems

Students also take more interest in the subject

Para 3: Teacher should know when to be strict and when to be lenient

Conclusion:

#### **40. Some people say that to become a good teacher, you should acquire enough training, while others say that teaching capabilities can be developed with experience. Discuss both views and give your opinion.**

It is a matter of intense debate whether training is required to become a good teacher or if one can become a good teacher just with experience. This essay shall look into both arguments before reaching a conclusion.

There are many reasons why teacher training is considered necessary. To begin with, it can be said that mere knowledge of the subject is not enough to be a good teacher. Teachers have to fight against pressures from multiple fronts. They have to cope with unending parental expectations, pressures from the management of the school, handling misbehaved students etc in class of at least 40 students. And above all since they are teachers, children future is in their hands so they have to do their best in making children learn. Teacher training ensures that teachers are well prepared to cope with all such challenges.

It is easy to understand why some believe that teaching capabilities can be developed with experience alone and therefore teacher training is not needed. They have a point because in most of the teacher training schools, teachers are given training at the end of the session just to complete a formality. The trainers provide stray bits of advice, which actually are of no use to teachers but wastage of time. Such training is futile and therefore majority of the teachers learn through their own experience or through the experience and guidance of their senior colleagues.

In my opinion, teachers are the backbone of education. They play an important role in moulding our country's future. Therefore, teacher's training should be regarded as a serious issue and should give preference. It goes without saying that experience does matter, but teachers are expected to perform right from day one and unless they have gone through some training, they are unable to do so. If they have to rely on experience alone, it may take them ages to become a good teacher.

To conclude, I would like to say that both teacher training and experience are needed to be really good teachers. Teacher training is very important in the early stages of a teacher's career. However, this training should be really good and not just a formality.

**Plan followed**

**Intro:** Balanced view as it is a discuss essay

**Para1:** Why teacher training is considered necessary

**Para 2:** Why some believe that teaching capabilities can be developed with experience

**Para 3:** Own opinion

**Conclusion:** Teacher training should be there

#### **41. People find it very difficult to speak in public or to give a presentation before an audience. Do you think public speaking skill is really important? Give reasons. Some people say public speaking should be taught at school. Do you agree or disagree?**

Public speaking and oration are the most valued skills that an individual can possess. These skills can be used for almost anything. The most influential prophets and leaders were those who could sway their audiences verbally. The powerful oratory skills of many leaders have won wars, averted mass panic and saved companies from financial disaster. Unfortunately, speaking in public is one of the most feared activities today. In the following paragraphs, I shall delve into the importance of the skill of public speaking. I believe that it should definitely be a part of the school curricula.

To begin with, public speaking is interrelated with communication skills and can be described as a form of communication. Public speaking does not always mean that you have to give a speech to a large audience. When you go for an interview, and speak to a group of interviewers or when you are giving a class presentation; all these are also a form of public speaking. In such situations, if you have the ability to communicate properly, it can help you shape up your future. Secondly, it helps to overcome fear. Surveys have revealed that most people are afraid of public speaking more than their fear of death. The major reason is that one has to gather a thorough knowledge of the subject matter on which one has to speak. Once a person goes into the depth of any topic, he realizes that his anxieties and fears associated with it go down quite remarkably.

Furthermore, this skill helps in personality development. When a person successfully delivers a good speech, it gives a sense of self-worthiness. A positive response from the audience can help a person feel more confident. Thus, it can bring about a lot of improvement in one's overall personality. Last but not least, the art of public speaking improves relationships. Once a person develops good public speaking skills, a marked improvement can be seen in his interpersonal skills, which in turn, will help him maintain a healthy relationship with his friends and family. Even in one's professional life, an effective interaction with one's boss, clients or subordinates can help a person enhance the possibility of advancement in his chosen profession.

In our present teaching system, writing and reading seems to be the main focus of literacy, and oratory skills are not stressed. The system needs to change, so that it can focus more of its resources on teaching how to interact in the world. Almost all jobs require an interview, and if one doesn't know the workings of a job interview, he will probably do poorly. But if the schools teach the skills of public speaking, appearing for an interview would be a piece of cake.

To conclude, the art of public speaking is very important in today's scenario. If today's children overcome glossophobia or the fear of speaking in public, they would stand a much better chance in the highly competitive global village of today.

Plan followed

Intro:

Para 1: Advantages of public speaking

Para 2: More advantages

Para 3: Why schools should teach public speaking

Conclusion:

## 42. Some think that children should start school as early as possible, while others believe that they should start school at the age of seven. Discuss both views and give your own opinion.

Education is very important for everyone. Some people think that children should begin their formal education at a very early age (4 years), whereas others opine that the age of seven years is the best for young people to commence educational studies. This essay intends to analyse both perspectives before reaching a conclusion as to which approach is better.

Advocates of sending the child to school at the age of 4, cite a host of benefits. They say that children who begin to study at a very early age have more chances to succeed in the future. It is a well-known fact that the younger the individual, the easier it is for him to acquire new knowledge and information. Such children get a head start in learning, which definitely gives them an advantage in their later school years. Secondly, if children remain at home till 7 years, they while away time in unproductive activities. But, when children attend school, they are purposefully engaged in activities that stimulate their minds and encourage them to develop and improve.

On the other hand, there are myriad reasons for sending children to school at around 7 years of age. Every child must have his or her childhood, during which playing and communication with friends and parents is very important. Childhood comes but once in life and should be spent as much as possible with parents. Basic qualities, such as kindness, self-confidence and a good sense of humour cannot be gained from studying. This interaction with parents becomes less after children start school, because they get busy in homework and other activities.

Another important aspect of sending children to school at a later age is that in their early ages children need more exercise, because at this age the development of their body is a very essential aspect. The stress of school and homework stifles the growth of many children. As it is, there are many years of schooling for children even if they start at seven.

To conclude, both approaches have their own sets of merits. Parents have to see what suits them best. If both parents are working, and the family is nuclear, then early age would be better. Otherwise, it would be better to send children to school at the age of seven.

Plan followed

Intro: Discuss essay intro

Para 1: why some people say that a very early age is better to start school

Para 2: Advantages of later age ( 7 years)

Para 3: More advantages of starting school late

Conclusion: Give opinion

### 43. Some people think children should attend extra classes after school, while others disagree. Discuss both opinions and give your own view.

Today, we belong to an era of cutthroat competition. Parents want their children to excel in everything. That is why some parents arrange for tuitions outside class hours. Other people, however, are opposed to tuitions. This essay shall discuss the advantages and disadvantages of tuitions.

Private tuitions can be advantageous in many ways. To begin with, private tutors can re-explain the topics learnt in the class and reiterate key points and help to solve problems students find difficult to tackle. Secondly, allocating times for private tuition reduces their time spent in useless pursuits such as chatting with friends and watching TV.

Furthermore, private tutors also help to motivate the students to study hard. Sometimes students may lose their motivation to work hard. A private tutor can keep the students on the right track when they stray off course. For example, private tutors can help parents to reprimand their children if they become too playful. Private tutors can assign homework to them, so that they can spend their time in a more meaningful way. A private tutor can thus act as a role of disciplinarian. What is more, sometimes students have personal problems that they find hard to confide in their parents. At that time tutors can act as a 'listening ear' and help them resolve some of their problems.

On the other hand, having private tuition also has its disadvantages. Sometimes tutors provide additional homework on top of those given by teachers in school. The extra homework from tutor is an added burden to the students. Moreover, private tuition can be a financial burden to parents who are poor. Additionally, some students just use these extra tuitions to finish their homework given by schools with the help of tutors without thinking through the solutions by themselves.

On balance, I believe that when student is a slow learner who needs a tutor outside school, tuition is very necessary. However, there are some parents who have unreasonable expectations. They insist that their children engage private tutor even though their children perform well academically. This is not good at all because children need time for other activities also.

In conclusion, it is good to have private tuition provided the student really needs one and the parents can afford it. However, if the student is already doing well in school, then he should be allowed to follow other pursuits. The benefits are also plentiful if parents manage to find a good tutor who can play various roles to help his students to achieve academic success.

**Plan followed**

**Intro:** Discuss essay intro

**Para 1:** Advantages

**Para 2:** Advantages

**Para 3:** Disadvantages

**Para 4:** own view

**Conclusion:**

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#### 44. Some people think that the young children benefit from going to the nursery school before starting primary school. Others think it is better for the young children to stay all day with the families. Discuss both views and give your opinion.

The appropriateness of preschools and nursery schools has always been a debated issue. It should be left on the parents to weigh the pros and cons of nursery schools before deciding on one.

On the positive side, social interaction is probably the most important skill children learn in preschool. School is not just about academic learning. It is also about developing the skills needed to get along with others, learning how to share, taking turns, handling conflicts, and listening to one another. Interacting with other children teaches them these social skills and generally improves their communication skills. Secondly, a good preschool program also teaches children pre-literacy skills such as learning all the letters of the alphabet and basic math concepts such as number and quantity.

Additionally, preschool also helps to prepare children for school by helping them learn appropriate classroom behavior, how to interact with adults other than their parents, and gives them an opportunity to build their independence. What is more, exposure to different types of activities such as playing with blocks and listening to poetry and songs are just a few of the many experiences children benefit from in a fun learning environment. While most children may have access to do these activities with their parents, it is a completely different experience for them when they have the opportunity to play with their peers.

On the other hand, there can be some disadvantages of preschools. Firstly, if the children are not monitored properly, they will also learn negative social skills such as teasing, bullying, and fighting. Secondly, children do not get enough quality time with their parents. Moreover, children in preschool programs are exposed to a number of illnesses, so they get sick more often than kids who stay at home. Finally, good quality nursery schools may be very expensive.

To sum up, quality nursery schools can enrich kids' lives, build socialization skills and enhance their development. But these types of programs can also be expensive, expose kids to a plethora of illnesses and cause missed quality time with parents. After weighing the advantages and disadvantages of preschool programs, parents can decide for themselves what's best for their child.

Plan followed

Intro: Discuss essay intro

Para 1: Advantages

Para 2: Advantages

Para 3: Disadvantages

Conclusion: Choice of parents

#### 45. In some countries, schools are open till late so that children can be looked after when parents are at work. Discuss the advantages and disadvantages.

In nuclear families, where both parents are working, there has been a growing trend of schools, which open till the late hours. This essay shall look into the pros and cons of such schools.

There are many advantages of such schools. The main advantage is that attendance in such schools can provide children with supervision during this crucial time. When the dismissal bell rings, many children go home to empty houses and many others hang out on the streets until their parents return home. Children left unsupervised after school often fall prey to deviant behaviors that are harmful to them, to their schools, and to their communities. They are more likely to be involved in delinquent acts during these hours. Numerous reports have documented that a high proportion of juvenile crimes are committed between the hours of 3:00 p.m. and 6:00 p.m. each day. Such extended school hours occupy students productively during these hours.

In addition to providing supervision, after-school and extended school-day programs are now being seen as a means of improving academic achievement of students who are not achieving as well as they need to during regular school hours. These schools are also providing opportunities for providing social, cultural, and recreational activities. In this way they provide enriching experiences that broaden children's perspectives and improve their socialization.

On the other hand, such schools also have their demerits. The most important is that these are generally very costly. They may be hard on the pockets of many parents. Another disadvantage is that once the child gets home there is very little time left to interact with the parents. The child is so tired that after coming home he takes his meals and goes to bed.

To conclude, the benefits derived from the use of such schools definitely outweigh the demerits. They are the best option when both parents are working and there is no one at home to care for them. As far as the cost factor is concerned, parents can weigh the advantages according to their needs and take decisions accordingly.

**Intro:** This essay shall look into the pros and cons of such schools

**Para 1: Advantage**

**Para 2: more advantages**

**Para 3: Demerits**

**Conclusion:**