**GW00007**

**Task 1**

You should spend about 20 minutes on this task

**The parents of your Australian friend Chris have invited you to a surprise birthday party for him/her. Write a letter to Chris's parents. In your letter**

* **say why you think Chris will enjoy the surprise party**
* **explain why you won't be able to attend the party**
* **give details of a plan to see Chris at a different time.**

Write at least 150 words.

You do not need to write any addresses.

Begin your letter as follows;

Dear …………,

**Task 2**

Write about the following topic:

You should spend about 40 minutes on this task.

**In the past most working people had only one job however nowadays more and more people have more than one job at the same time.**

**What are the reasons for this development?**

**What are the advantages and disadvantages of having more than one job?**

Give reasons for your answer and include any relevant examples from your own knowledge or experience.

Write at least 250 words.

**GW00008**

**Task 1**

You should spend about 20 minutes on this task

**You recently attended a training course for your work. Your employer has asked you for your feedback on the training course. Write a letter to your employer. In your letter**

* **remind your employer what the course was about**
* **explain why the course was useful to you in your work**
* **suggest why the course may not be suitable for some of your other colleagues**

Write at least 150 words.

You do not need to write any addresses.

Begin your letter as follows;

Dear …………,

**Task 2**

Write about the following topic:

You should spend about 40 minutes on this task.

**Some people think that competition at work at school and in daily life is good thing, others believe that we should try to cooperate more rather than competing against each other.**

**Discuss both views and give your opinion**

Give reasons for your answer and include any relevant examples from your own knowledge or experience.

Write at least 250 words.

**GW00009**

**Task 1**

You should spend about 20 minutes on this task

**You recently bought some train tickets for a journey a week in advance. When you went to the station to catch the train, you were told you could not use the tickets and the staff were very unhelpful to you. Write a letter to the train company. In your letter:**

* **Describe the problem you had with the tickets**
* **Say why were unhappy with the staff**
* **Suggest what action the train company should take**

Write at least 150 words.

You do not need to write any addresses.

Begin your letter as follows;

Dear …………,

**Task 2**

Write about the following topic:

You should spend about 40 minutes on this task.

**The working week should be shorter and workers should have a long weekend.**

**Do you agree or disagree?**

Give reasons for your answer and include any relevant examples from your own knowledge or experience.

Write at least 250 words.

**GW00010**

**Task 1**

You should spend about 20 minutes on this task

**You started in your present job two years ago. You now feel it is important for your career development to move to a different department in the same company. Write a letter to your manager. In your letter**

* **say what you have learned in your present job**
* **suggest how the company would benefit from moving you to a different department**
* **explain why you do not wish to leave the company**

Write at least 150 words.

You do not need to write any addresses.

Begin your letter as follows;

Dear …………,

**Task 2**

Write about the following topic:

You should spend about 40 minutes on this task.

**Some universities dance want to learn about other subjects in addition to the main subjects others believe it is more important to give all they are time and attention to study for qualification.**

**Discuss both these views and give your own opinion.**

Give reasons for your answer and include any relevant examples from your own knowledge or experience.

Write at least 250 words.

**GW00011**

**Task 1**

You should spend about 20 minutes on this task

**Apologizing to a friend you borrowed an important textbook from a classmate last term. You now realize your classmate had returned home overseas and you still have the book. Write a letter to him / her. In your letter:**

* **apologize for the mistake**
* **find out how important the book is to him / her**
* **say what you will do**

Write at least 150 words.

You do not need to write any addresses.

Begin your letter as follows;

Dear …………,

**Task 2**

Write about the following topic:

You should spend about 40 minutes on this task.

**In many countries, people are now living longer than ever before. Some people say an aging population creates problems for governments. Other people think there are benefits if society has more elderly people.**

**To what extent do the advantages of having an aging population outweigh the disadvantages?**

Give reasons for your answer and include any relevant examples from your own knowledge or experience.

Write at least 250 words.

**GW00012**

**Task 1**

You should spend about 20 minutes on this task

Write at least 150 words.

**You have a test in your English class next week, but you cannot attend. Write to your teacher. In your letter:**

* **explain your situation.**
* **apologies for not being able to take the test.**
* **ask whether it is possible for you to take the test at another time.**

You do not need to write any addresses.

Begin your letter as follows;

Dear …………,

**Task 2**

Write about the following topic:

You should spend about 40 minutes on this task.

**Nowadays children are experiencing increased educational, social and commercial pressure.**

**What are the reasons for this?**

**What is a solution to reduce the pressure?**

Give reasons for your answer and include any relevant examples from your own knowledge or experience.

Write at least 250 words.

**GW00013**

**Task 1**

You should spend about 20 minutes on this task

**You have a spare room in your apartment that you would like to rent out to a student. Write a letter to the Student Accommodation Officer of local college. In your letter, you should tell:**

* **where your apartment is located**
* **when the room will be available**
* **what your requirements for a student to stay there are**

Write at least 150 words.

You do not need to write any addresses.

Begin your letter as follows;

Dear …………,

**Task 2**

Write about the following topic:

You should spend about 40 minutes on this task.

**People are living in a 'throwaway society', using things for a short time and then throwing them away.**

**What are the causes of this?**

**What problems does it lead to?**

Give reasons for your answer and include any relevant examples from your own knowledge or experience.

Write at least 250 words.

**GW00014**

**Task 1**

You should spend about 20 minutes on this task

**Your local council is considering closing a sports and leisure centre that it runs, in order to save money. Write a letter to the local council. In your letter;**

* **give details of how you and your friends or family use the centre**
* **explain why the sports and leisure centre is important for the local community**
* **describe the possible effects on local people if the centre closes**

Write at least 150 words.

You do not need to write any addresses.

Begin your letter as follows;

Dear …………,

**Task 2**

Write about the following topic:

You should spend about 40 minutes on this task.

**It is important for everyone, including young people, to save money for their future.**

**To what extent do you agree or disagree with this statement?**

Give reasons for your answer and include any relevant examples from your own knowledge or experience.

Write at least 250 words.

**Please upload following papers as final exam**

**AW00015**

**Task 1**

You should spend about 20 minutes on this task

**You have ordered a product on website and received a different product. Write a letter to the company. In your letter;**

* **describe the product you ordered.**
* **explain why you aren't satisfied with the product you received.**
* **let them know what actions you expect them to take**

Write at least 150 words.

You do not need to write any addresses.

Begin your letter as follows;

Dear …………,

**Task 2**

Write about the following topic:

You should spend about 40 minutes on this task.

**Interviews form the basic selecting criteria for most large companies. However, some people think that the interview is not a reliable method of choosing whom to employ.**

**To what extent do you agree or disagree?**

Give reasons for your answer and include any relevant examples from your own knowledge or experience.

Write at least 250 words.

**AW00016**

**Task 1**

You should spend about 20 minutes on this task

**Although you are meant to present your thesis project in one month, your sister is getting married in Spain at the same time. You would like to change dates for your presentation. Write a letter to your professor. In your letter:**

* **Explain the situation**
* **Remind the professor of your academic achievements to date**
* **Ask for a different date to present your thesis**

Write at least 150 words.

You do NOT need to write any addresses.

Begin your letter as follows:

Dear Professor Simons,

**Task 2**

Write about the following topic:

You should spend about 40 minutes on this task.

**Today many teenagers rely greatly on technology when learning.**

**Is this a positive or negative development?**

Give reasons for your answer and include any relevant examples from your own knowledge or experience.

Write at least 250 words.

**AW00017**

**Task 1**

You should spend about 20 minutes on this task

**You play a team sport with some friends. Last week a member of the team had an accident and wasn't able to play with you. Write a letter to your friend. In your letter:**

* **Tell him which team won**
* **Describe the weather conditions that day**
* **Say how you felt about the match**

Write at least 150 words.

You do not need to write any addresses.

Begin your letter as follows;

Dear …………,

**Task 2**

Write about the following topic:

You should spend about 40 minutes on this task.

**Some people think that developing countries need financial help form international organization. Others think that practical aid and advice that is needed.**

**Discuss these views and give your own opinion.**

Give reasons for your answer and include any relevant examples from your own knowledge or experience.

Write at least 250 words.