

UNIVERSITY OF DAR ES SALAAM
COLLEGE OF ARTS AND SOCIAL SCIENCES
DEPARTMENT OF FOREIGN LANGUAGES AND LINGUISTICS

CL 106 WRITING SEMINAR SHEET

1. Every essay question has at least one key instruction word which tells us what is to be done. Study the following key instruction words and show the required action.

- (a) criticize — Find Fault
- (b) enumerate — Mention / Establish number
- (c) interpret — Give brief information / Explain Meaning of
- (d) trace — Find out or discover
- (e) relate — Be connected with
- (f) illustrate — Make sth clear
- (g) describe — Give an account of
- (h) state — Express something definitely
- (i) review — Give a summary
- (j) evaluate —

2. Read the following essay questions and identify the key instruction words by underlining and the special conditions by (bracketing).

- (a) Compare the characteristics of a sole trader, a partnership, and a limited company, illustrating your answer with an example of each type of business.
- (b) The migration of youth from rural to urban in Tanzania is a predestined pattern which cannot be checked. Discuss.
- (c) What is planning? Discuss and explain how planning of adult education in Tanzania is done. Show in your discussion, by using practical examples, how planning of adult education could be improved.
- (d) Define and comment on irrigation farming in Tanzania.
- (e) With the aid of a diagram, describe how business education is administered in Tanzania. What are the weaknesses of the structure and how can the administration of business education be improved?

key word { Migration
Special condition { Reason for migration — Push factor (Lacking)
Reason for migration — Pull (Available)
Conclusion

3. Read question 2(b) above again and try to work out an outline that you would use in preparing the answer to the question. Your outline should have a minimum of FOUR main points.

Mwambi Banda

4. Typical of student essays is the problem of repetition. This exhibits itself at two levels: word level and idea level. Explain what is involved at each level, and show where circumlocution comes in and how to overcome it.

5. List four things that should feature in a good introduction.

6. What is a thesis statement? How should it be developed? Study again question 2(b) above and work out a thesis statement that you would use in writing your essay answering that question.

7. A paragraph is a central part of the essay. A good paragraph has got to be unified, complete and coherent. Discuss the three qualities of a good paragraph, explaining exactly what is involved in each of them.

*How well
+ unity
+ complete*

8. Distinguish between a deductive paragraph and an inductive paragraph. Explain the relationship between the type of the paragraph (inductive or deductive) and the topic sentence.

9. Study the following paragraphs and show their differences in terms of the type (inductive or deductive); and the position of the topic sentence. Discuss the strength and weakness of each.

- (a) *From Italian we get such words as balcony, cavalry, miniature, opera and umbrella. Spanish has given us mosquito, ranch cigar and vanilla. Dutch has provided us brandy, golf, measles and wagon. From Arabic we have borrowed alcohol, chemistry, magazine, zenith and zero. And Persian has loaned us chess, checkers, lemon, paradise and spinach. It is clear that English is a language that borrows freely from many sources.*

Adopted from: Shumbusho (1997:7).

- (b) *In today's market the package is no longer just a container. A poorly designed package tells the customer that the maker of the product does not care. Like an impatient salesman just before closing time, he is saying "take it or leave it". But a well designed package is proof that a manufacturer cares about the customer and the product, and that he is willing to make an extra effort to please.*

Adopted from Shumbusho (1997:7).