

## UNIT 3: HOW TO MAKE AN OUTLINE FOR IELTS WRITING TASK 2

### Overall structure of an IELTS Writing Task 2 essay

Introduction → Paragraph 1 → Paragraph 2 → Conclusion

### Writing the body

- ❑ The basic aim of the body paragraphs is to explain the thesis statement of the essay and therefore to reveal its subject.
- ❑ Each body paragraph consists of two components
  - Topic sentence
  - Supporting details

#### A topic sentence

- ✓ It controls or guides the whole paragraph.
- ✓ A good topic sentence is specific.
- ✓ A good topic sentence has controlling ideas - words or phrases that help guide the flow of ideas in the coming paragraphs.

#### Example 1

People who own their cars have many expenses to pay in order to keep their cars. One of the expenses that car owners have is insurance. People who own cars also have to be content with rising gasoline prices. In addition, every time a car breaks down, there are bills for new parts and services.

#### Example 2

The age at which a person may drink liquor legally varies from state to state. In New York, a person may drink liquor legally when he is eighteen. In New Jersey, the age at which one can drink liquor legally is seventeen.

### Example 3

There are many reasons why taking up sports is good for your health. You can be successful at your job interview by following these steps. Your potential employer will be definitely impressed by your preparation.

### Write an outline

Thesis statement	
Paragraph 1	Topic sentence
	Supporting ideas
Paragraph 2	Topic sentence
	Supporting ideas

### Example 1

**In some parts of the world, the rate of divorce has increased dramatically over the past few decades. Explain some possible reasons for this problem and suggest some solutions.**

Thesis statement	The divorce rate is a problem, but it can be solved.
Paragraph 1	Topic sentence: reasons
	Supporting details:  + Breakdown of the extended family  + Stress in the workplace
Paragraph 2	Topic sentence: solutions

	Supporting details:  + Live closer to extended family  + Find a less demanding job
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### Example 2

Some students prefer to take a gap year between high school and university, to work or to travel.

Do the advantages of this outweigh the disadvantages?

Thesis statement	While there are some benefits when students take a gap year, the negative effects are obviously worse.
Paragraph 1	Topic sentence: benefits
	Supporting details: + expose to different cultures + identify a suitable career path
Paragraph 2	Topic sentence: disadvantages
	Supporting details:  + fall behind in study  + unlikely to resume study

### PRACTICE

Read each thesis statement and the main ideas that follow. Choose the main idea that does NOT belong.

1. In my opinion, laws against smoking in public places will do a lot to discourage this unpleasant and unhealthy habit, and I don't believe any further measures are needed.

- A. Laws can do a great deal to reduce smoking.
- B. Laws against smoking are more effective than education, taxes, or anything else.
- C. Smoking leads to many diseases in addition to cancer.
2. Sending children to school at an early age has both advantages and disadvantages.
- A. In many places there are few or no preschools available.
- B. Children can learn a lot by being around other children.
- C. Young children feel insecure when they are away from their parents.
3. The Internet is crucial to modern life, and parents and schools can do a lot to make sure children use the Internet safely.
- A. Although the Internet is widely available, there are still people who don't use it.
- B. Many schools have developed systems that limit the websites children can access.
- C. Parents often limit how and when their children can use the Internet.
4. I agree that modern technology has made our lives better in many ways.
- A. Cell phones have greatly improved communication in both our private and professional lives.
- B. There have always been people who protest any technological change.
- C. Cars are now much easier and much safer to drive
5. Although many products are tested on animals for safety and efficacy, I believe this is a cruel practice as well as being completely unnecessary.
- A. Laboratory animals suffer a great deal of pain and discomfort.
- B. There are other ways to test products besides using animals.
- C. Both drug and cosmetic companies test their products on animals

**Choose the main idea of each group of sentences**

1.

- A. Children at this age are ready and eager to learn.
- B. This is the time when children need to become independent of their parents.
- C. The best time to start school is at the age of three or four.
- D. Young children need to be with other children of the same age

2.

- A. The older you are, the better decisions you will make.
- B. Divorces will decrease if people get married when they are older.
- C. It is better to be married when you are established in your profession.
- D. Young people haven't had enough experience to choose a spouse wisely.

3.

- A. Nonsmokers can get cancer from secondhand smoke.
- B. Many people are allergic to cigarette smoke.
- C. Smoking is a public health hazard and should be outlawed.
- D. Smoking leaves an unpleasant smell in buildings and buses.

4.

- A. Cars have made many good contributions to our way of life.
- B. Cars make it easy to become familiar with other towns and cities.
- C. Cars give people more choices of where they will work and live.
- D. Cars make it easier for people to manage their own schedules.

5.

- A. Cell phones cause drivers to take their eyes off the road.
- B. People tend to drive faster when they are talking on cell phones.

C. Drivers aren't aware of surrounding traffic when they are using a cell phone.

D. Cell phone use while driving is very dangerous.

**Read the following essay. Then, complete the missing parts of each outline**

Some people say that the best way to discourage smoking is to make smoking illegal in public places. Other people say that this is not enough and that other measures are needed. Discuss both these views and give your opinion.

Smoking is a serious public health problem, and it needs to be discouraged. Some people feel that making laws against smoking in public places is a good way to do this. Others believe that more needs to be done. In my opinion, laws against smoking are an important part of discouraging this bad habit, but I agree that more needs to be done.

Laws against smoking in public can go a long way toward discouraging this dangerous habit. If people aren't allowed to smoke in public, that means they can't smoke in restaurants, stores, parks, offices, banks, libraries, and other places. It means that whenever they are not in their own homes or their friends' homes, they can't smoke. This makes it difficult to smoke much of the time, and it makes people think twice before they light a cigarette.

However, I don't feel that such laws are enough. They still allow people to smoke some of the time. I believe that education is also important. This could take several forms. For example, schools could have special programs to teach students about the dangers of smoking. In addition, there could be notices on television, the radio, and the Internet that give information about the negative effects of smoking. The more information people see about the dangers of smoking, the more they will become aware of it. Then, they will be less likely to choose to smoke, even in their own homes.

Smoking is a serious problem, and we need to do something about it. I believe that laws against smoking in combination with education can do a lot to prevent people from starting or continuing this dangerous habit.

Thesis statement	Laws against smoking are important, but more needs to be done.
Paragraph 1	Topic sentence: Laws can discourage smoking
	Supporting details:  + .....  + difficult to smoke most of the time
Paragraph 2	Topic sentence: .....
	Supporting details:  + .....  + schools could have programs  + .....

**Make your own outline for the following topics**

1.

Leaders and directors in an organization are normally older people. Some people think younger leaders would be better.

Do you agree or disagree?

2.

It is now possible for scientists and tourists to travel to remote natural environment, such as the South Pole.

Do you agree with this development?