IELTS Writing

Semester 6 - Employability Skills

(303193353)

Learning Objectives

By the end of this session, students should be able to:

✓ Understand the format and structure of the IELTS Academic Writing tasks (Task 1 – Report, Task 2 – Essay).
✓ Identify and apply key language features such as academic vocabulary, complex sentences, and cohesive devices in writing.
✓ Demonstrate the ability to analyze and describe visual data effectively for Task 1.
✓ Develop coherent and well-structured essays using appropriate reasoning, evidence, and examples.
✓ Recognize and differentiate between various essay types.
✓ Apply strategies and tips for report and essay writing to enhance accuracy, clarity, and coherence.

Topics to be Covered

➢ Key language features of IELTS Writing
➢ Format of IELTS Academic Writing
➢ IELTS Writing Description
➢ Tips for Report Writing
➢ Essentials of Essay Writing
➢ Types of Essays
➢ Tips for Essay Writing
➢ Common Mistakes to avoid
➢ Classroom Activity
➢ Conclusion
➢ Learning Objectives

Key Language Features of IELTS Writing

1. Academic Vocabulary

➢ Use precise, sophisticated terms appropriate for/9+*/formal writing. Avoid repetition through synonyms

2. Complex Sentences

➢ Employ relative clauses, conditionals, and subordinate clauses to demonstrate grammatical range.

3. Cohesive Devices

➢ Connect ideas logically using "therefore," "in addition to," "on the other hand," or "consequently."

Format of IELTS Academic Writing

- **TASK-1:** Report Writing based on visual data (Charts, Graphs, Tables or Diagrams)

- **TIME DURATION**: 20 Minutes

- **TASK-2:** Essay Writing (on given Point of view, Argument or Problem)

- **TIME DURATION**: 40 Minutes

IELTS Writing Description

➢ Both the tasks are equally important for demonstrating your writing proficiency, but strategic time management is essential.

Essentials of Report Writing

➢ Paraphrase the question and describe what the visual shows (Introduction)

➢ Summarize the main trends, patterns, or key features (Overview)

➢ Present specific data points and comparisons systematically (Detailed Analysis)

Tips for Report Writing

1. **Analyze the Visual**

Identify main trends, highest/lowest points, and any exceptions or anomalies in the data.

2. Paraphrase the Question

Rewrite the question in your own words for the introduction—never copy directly.

3. Select Data Strategically

Include key figures to support trends—don't describe every single data point.

4. Maintain Formal Tone

Keep language objective, precise, and academic throughout your report.

Essentials of Essay Writing

➢ **Standard Essay Structure**

Introduction- Body Paragraph- Conclusion

➢ **Mnemonic**

A well-planned essay with clear arguments and strong support will consistently achieve higher band scores than hastily written responses

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Types of Essays

1. **Opinion Essays**

Present and justify your viewpoint on a given statement with clear arguments and examples

2. **Discussion Essays**

Explore both sides of an argument fairly before presenting your own balanced conclusion

3. **Problem/Solution**

Identify problems clearly and propose practical, well-reasoned solutions with supporting evidence

4. **Cause/Effect**

Analyze reasons behind issues and their consequences, demonstrating logical reasoning

Tips for Essay Writing

1. **Analyze the Question**

Read carefully to understand exactly what is being asked.

2. **Plan Your Essay**

Spend 5 minutes outlining your main points, examples, and structure before writing.

3. **Write Clearly**

Use formal academic style with varied sentence structures and precise vocabulary.

4. **Support Your Ideas**

Back up arguments with relevant examples, evidence, or logical reasoning throughout.

Common Mistakes to Avoid

1. **Word Count Errors**

Writing under or over the required word count (150 for Task and 1250 for Task 2) will lower your score.

2. **Copying From Prompt**

Directly copying phrases from the question without paraphrasing demonstrates limited language ability.

3. **Going Off-Topic**

Failing to address the question directly task achievement scores.

4. **Poor Time Management**

Spending too long on Task 1 leaves insufficient time for more heavily weighted Task 2.

Classroom Activity

➢ Develop an Essay on **Technology** presenting your opinions on

➢ The effects of technology on communication, work and society

➢ The advancement of technology

➢ The pros and cons of technology

Conclusion

➢ IELTS Writing demands a balance between linguistic accuracy, critical thinking, and organized presentation.

➢ By mastering report and essay formats, using appropriate academic language, and maintaining a clear structure, students can effectively express their ideas and achieve higher band scores.

➢ Consistent practice and awareness of common pitfalls are key to success in IELTS Writing.

Learning Outcomes

By the end of this session, students will be able to:

- ✓ Write a clear, concise, and well-organized report describing visual information in Task 1.
- ✓ Compose a logically structured academic essay in response to Task 2 prompts.
- ✓ Use formal academic language with correct grammar, cohesion, and vocabulary range.
- ✓ Demonstrate effective time management and task prioritization during the writing test.
- ✓ Exhibit the ability to paraphrase questions, analyze data, and present balanced arguments.

Thank You