**WRITING**

T1.

- Introduction點出文章主題及數據總體趨勢

- Body分析圖表數據變化（有需要時須作出比較）

-Conclusion綜合論述，作簡單總結

1. Introduction

．line graph折線圖/ bar chart長條圖/ pie chart 圓形圖/ table 表格/

flow chart 流程圖

The given line graph gives information about the difference in the number of\_\_\_\_

A glance at the graph reveals(發現) that there was increase/decrease in the number of \_\_\_\_ over the four-year period.

2. Body

It is clear from the data that there were different trends for\_\_\_\_.

The number of \_\_\_\_ increased (steadily) between 2016 and 2017, from about 3000 to 4000.

After that, \_\_\_\_ which was the highest figure in the period.

In contrast(相比) to \_\_\_\_

3. Conclusion

To summarize there was

T2.

- Introduction引言

- Body兩段，一段一論點論證個人立場

- Conclusion 簡單總結上述論點並重申立場

1. Introduction

．與主題相關的背景資訊

In today’s globalized(全球化) /technologized(科技化) / modernization(現代化)

world, \_\_\_\_\_\_\_ is becoming increasingly popular(越來越普遍)

．將文章問題改寫

While \_\_\_\_\_\_\_ does have some benefits, these are also some shortcomings.

．點出文章目的，例如找出問題成因、解決方法，或討論事物正反、優劣。

表明個人立場

This essay will discuss why the disadvantages of \_\_\_\_\_\_\_ in fact outweigh

the advantages. 本文將討論為什麼\_\_\_\_\_\_\_的弊大於利。 (跟題目一樣

2. Body

．三好三壞

(1) 三好

Admittedly, there are some advantages of \_\_\_\_. 不可否認，\_\_\_\_有一些優勢。

To begin with, Secondly, Furthermore,

(2) 三壞

However, disadvantages of \_\_\_\_ should also be taken into account.

但是，也應該考慮\_\_\_\_的缺點。

The first bottleneck(瓶頸) being, The second concern(擔憂) is, Finally

3. Conclusion

In conclusion, there are definitely (無疑)some upsides of \_\_\_\_, but there obviously (明顯)are more downsides, some of which might even lead to severe (嚴重) consequences.

Therefore, I believe that ….

**Practice.**

1. Nowadays people make new friends through social networks and internet chat groups. Some people think this is good. Others think that face-to-face interaction is essential. Discuss both views and give your opinion.

In today’s technologized world, people make new friends on the networks are become more common. While find new friends in social media or groups in the net have some benefit, there are other people think make new friends should be foundation on face-to-face. This essay will discuss why the advantages of face-to-face know new friends outweigh in the net meet new friends.

Admittedly, there are some advantages of make friends through social networks.

To begin with, you and your friends might meet in the group about same interest, hence don’t have to worried about have no words to said, you will always have many topic to chat.

Secondly, because having same interest always have same stand, so you can get understand from your friend on some issue.

Furthermore, due to the internet break the limit of you and your friend physical distance, your friend can be a faraway foreigner.

However, disadvantages of make friends in the net should also be taken into account.

The first worry is you can’t really know the netizen, maybe the netizen acts to be a twenty years old girl, but he is a boy in fact.

The second concern is you also don’t know whether the netizen is really want to be your friend, maybe he is a liar, he will injury you.

But if you make new friends by face-to-face, you can truly know what kinds of the person is. You can feel his emotion, even if he lies to you, you will know.

And the most important reason is more safe to meet a new person by face-to-face.

In conclusion, there are definitely some upsides of make new friends in the net, but there obviously are more downsides, some of which might even lead to severe consequences.

Therefore, I think face-to-face interaction is a better way to make new friends.

2. Many employers are employing people with good social skills as well as good qualifications. Do you agree or disagree that good social skills are as important as good qualifications to succeed in a job?

In today’s world, people who have good social skills are more liked by employers, and this situation is becoming increasing popular. While employ the person who has awesome social ability dose have some benefit, there are also some shortcomings. This essay will why the advantage of having a good social skill staff outweigh the disadvantage.

T1.

The given bar chart gives information about the different in the number of drinks. A glance at the chart reveals that the season affect the average number of food items.

It is clear from the data that when the season is winter the hot drink will be more popular, for instance hot coffee and soup. **Among** hot drinks, hot coffee is the highest number of sales, **with** an average of 75 cups in a day. **Whereas** the ice coffee is the lowest one, it is close to 0 cup. The second highest number of sales item is soup in the winter. It sales average daily of 50 servings.

We also can see during the summer the cold food items have better sales liked iced coffee and ice cream. Ice coffee have the best sales, it can sales 40 cups. Then the ice cream with average daily of 35 servings. Finally, the chart also show whether in summer or winter, the salad doesn't change number of servings sales.

**To summarize**, we can know the weather will changes the food items number of sales. If the weather is cold, the hot items will more popular. **By contrast**, people more like the cold items in the summer.

T1.

The given line graph/bar chart/pie chart/table/flow chart gives information about the difference in the number of\_. A glance at the graph reveals that there was increase/decrease in the number of \_ over the two-year period.

It is clear from the data that (there were different trends for) \_. The number of \_ increase/decrease (steadily) between 2016 and 2017, from about 100 to 200. After that, \_ which was the highest figure in the period. In contrast to \_.

To summarize,

T2.

In today’s world, \_ is becoming increasing popular. While \_ has some benefit, there are also come shortcomings. This essay will discuss why the advantage of \_ in fact outweigh the disadvantage.

Admittedly, there are some disadvantages of \_.

The first (worry/shortcoming/concern/drawback) .The second. Finally

However, advantages of \_ should also be taken into account.

To begin with. Secondly. Furthermore.

In conclusion, there are definitely downsides of \_ , but there obviously are more upsides, some of which might (even) lead to better consequences.

Therefore, I believe that…