

Advanced Premium Lesson 18

Exam Practice:

Use of English 1

Speaking 2

Listening 2

Exam Technique:

Writing part 2: Report / Proposal

Cambridge English
Advanced

Certificate in Advanced English (CAE)





**Why might the people feel they need to apologise?
What might have led to this situation?**



- How can students benefit from doing these different activities?
- How helpful might the activities be in preparing them for their future lives?



Example:

0 A comparison B combination C association D agreement

Answer:

0	A	B	C	D
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Photography competition

Now in its sixth year, the Insight Guides Travel Photography Competition, run in (0) with the *Independent* newspaper, is going from strength to strength. 'Places were hotly (1) this year', says Insight Guides picture editor, Steven Lawrence. 'We (2) liked winner Steve McDonald's use of light, and the way in which he took a very well-known subject from an interesting and unusual (3) '

This year's entrants worked to the theme of 'Earth', (4) three images photographed within the past year, either digitally or as prints. Steve McDonald, 54, a British Airways steward, won first prize, a professional (5) worth £3,000 for one of Insight Guides' (6) books. Second prize went to geologist Robin Andrews, 22, who will use the Canon camera he has won to photograph his (7) : volcanoes. Peter Cain, 33, a civil servant, in third (8) , also wins a Canon camera for his images, taken at Everest base camp. For the first time, the competition was (9) to under-18s. The winner in this category, Aiden Heeley-Hill, 17, was delighted to receive first prize for his image taken on a family holiday in Norway. He wins the (10) to spend some time working with a professional photographer.

The (11) were presented last week at Stanford's bookshop. Winners were (12) to a night at a smart hotel and a celebratory meal with their partners and the judges.

- | | | | | |
|---|--------------|--------------|----------------|--------------|
| 1 | A competed | B contested | C fought | D debated |
| 2 | A absolutely | B remarkably | C particularly | D utterly |
| 3 | A fashion | B state | C pose | D angle |
| 4 | A submitting | B admitting | C committing | D permitting |
| 5 | A proposal | B commission | C assignation | D portfolio |
| 6 | A oncoming | B incoming | C overcoming | D upcoming |

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- | | | | | |
|----|--------------|-------------|-------------|---------------|
| 7 | A excitement | B joy | C happiness | D passion |
| 8 | A place | B part | C degree | D rate |
| 9 | A possible | B available | C open | D clear |
| 10 | A promise | B fortune | C prospect | D chance |
| 11 | A rewards | B winnings | C awards | D offerings |
| 12 | A valued | B treated | C delighted | D entertained |

Answers

- | | | | | |
|----|---------------------|---------------------|-----------------------|-------------------|
| 1 | A competed | B contested | C fought | D debated |
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What do you think listening part 2 is going to be about?



Prediction is key! Try to predict the type of word or even the actual answer

You will hear a journalist called Peter Smith talking about a trip he made to the Arctic seas around the North Pole. For questions 7–14, complete the sentences.

Arctic trip

After reading a book called

7, Peter decided to sail to the North Pole.

Peter says that when sailing in this part of the world, you feel as if you are

8

Peter says it is essential to have the necessary

9 on board to deal with problems.

In summer, the temperature of the water always remains

10 at the surface.

It is necessary to have

11

in the cabin.

The crew couldn't explain why there were

12

in the sea.

Peter was disappointed not to see any

13

during the trip.

People usually visit the area as part of

14

and see very few places.

Answers

7 Far Horizons / far horizons 8 alone / on your own 9 tools / equipment / (you need)
10 above freezing / above 0°C (centigrade) / above zero 11 (effective)(some) heating / heat
12 (enormous) tree trunks 13 polar bear(s) 14 (a) package tour(s) / (a) package
holiday(s) / (tourist) packages / a package

Writing part 2: Report / Proposal

Use standard phrases to improve your writing....

Complete the underlined expressions with the words in the box.

aims balance consider course outlines purpose recommend
recommendation recommending short solution sum

- 1 To up, immediate action is required.
- 2 My is that visitors should always book ahead.
- 3 One possible would be to impose strict parking regulations.
- 4 The of this report is to assess the town's sports facilities.
- 5 On , our overall reaction to the proposals is positive.
- 6 This report the range of job opportunities available.
- 7 I strongly that further research be carried out.
- 8 In we thoroughly enjoyed our stay at the resort.
- 9 The organisers should improving facilities for the disabled.
- 10 The best of action would be to lower the admission fees.
- 11 This report to provide an overview of the current situation.
- 12 I have no hesitation in this superb historic site to travellers.

Answers

- 1 To ... sum ... up, immediate action is required.
- 2 My ... recommendation is that visitors should always book ahead.
- 3 One possible solution would be to impose strict parking regulations.
- 4 The purpose of this report is to assess the town's sports facilities.
- 5 On balance our overall reaction to the proposals is positive.
- 6 This report outlines the range of job opportunities available.
- 7 I strongly ... recommend that further research be carried out.
- 8 In short we thoroughly enjoyed our stay at the resort.
- 9 The organisers should consider improving facilities for the disabled.
- 10 The best course of action would be to lower the admission fees.
- 11 This report aims to provide an overview of the current situation.
- 12 I have no hesitation in ... recommending this superb historic site to travellers.

Now, label each of the 12 expressions as follows:

I = Introduction

R = Recommendations and suggestions

C = Conclusion

eg.

C 1 To sum up, immediate action is required.

Answers

- C To sum up, immediate action is required.
- R My recommendation is that visitors should always book ahead.
- R One possible solution would be to impose strict parking regulations.
- I The purpose of this report is to assess the town's sports facilities.
- C On balance our overall reaction to the proposals is positive.
- I This report outlines the range of job opportunities available.
- R I strongly recommend that further research be carried out.
- C In short we thoroughly enjoyed our stay at the resort.
- R The organisers should consider improving facilities for the disabled.
- R The best course of action would be to lower the admission fees.
- I This report aims to provide an overview of the current situation.
- C I have no hesitation in this superb historic site to travellers.
recommending

Now you have some standard phrases for each section of your report

- 3 What situations are shown in these pictures? For each one, write a recommendation and a suggestion using expressions from the table above.



4 Answer these questions about the exam task.

- 1 What must you write about?
- 2 Who are you writing for and why do they want a report?
- 3 What points must you include?

Exam task

In your English class, you have been discussing festivals around the world. Your tutor has asked you to write a report on a popular festival in your country that may interest other students. Your report should:

- describe the event, saying where and when it takes place
- say how popular it is and why
- outline some changes you think should be made.

Write your **report** in **220–260** words in an appropriate style.

- 5** Quickly read the model report opposite and match headings A–D below with paragraphs 1–4. Then answer the questions.

A Finding out about chocolate

B Recommendations

C Introduction

D The artistic applications of chocolate

- 1 Does the writer have a generally positive attitude to the festival?
- 2 Is it written in an appropriate style?

Answers

5 Quickly read the model report opposite and match headings A–D below with paragraphs 1–4. Then answer the questions.

- | | |
|----------|--|
| 3 | A Finding out about chocolate |
| 4 | B Recommendations |
| 1 | C Introduction |
| 2 | D The artistic applications of chocolate |

- 1 Does the writer have a generally positive attitude to the festival?
- 2 Is it written in an appropriate style?

Differences between a report and a proposal

Report	Proposal
....about something existing, or in the past a suggestion for the future
Title optional	Title optional
Use headings	Use headings
Formal register	Formal register
Use standard phrases	Use standard phrases

Here is your exam question - now write your plan

You work for an agency that promotes your country's tourist industry abroad. Your manager has asked you to write a report on an interesting, lesser-known sight in your country. Your report should describe the place or building, explain its significance to your country, and suggest ways it could become better-known internationally.

Write your **report** in **220–260** words in an appropriate style.

Advanced Premium
Homework - Lesson 18

Paper 2: Writing

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