

**School #40 Tomsk**



# **Secrets of the English writing**

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## National Examination Format

- National Examination Format led to rising motivation of learning English by our students.
- Another reason for learning foreign languages is a possibility for our students to study abroad.
- The third reason for learning a foreign language is: those people who know one of foreign languages, especially English, are promoted better than others.





## The elective course decides problems



1. Students have to write an informal letter and a composition for a short period of time (for 60 minutes).
2. Doing these works they should keep to special rules of organizing a letter or a composition.

3. Our students have three lessons of English a week and a very intensive school curriculum. We have no time to focus in details on problems of writing these kinds of works.





## 3 steps

The elective course consists of ten classes and is divided into three steps:

1. writing a postcard

2. writing an informal letter

3. writing a composition



## The tasks of the course

- 1. To teach the students the rules of writing an informal letter and a composition according to the demands of the State Exam;**
- 2. To activate the students' knowledge of grammar;**
- 3. To practise them evaluating other students' works;**
- 4. To practise them expressing their own opinion;**
- 5. To present their own works at the end of the course.**



# Writing a postcard



Happy  
Valentine's  
Day



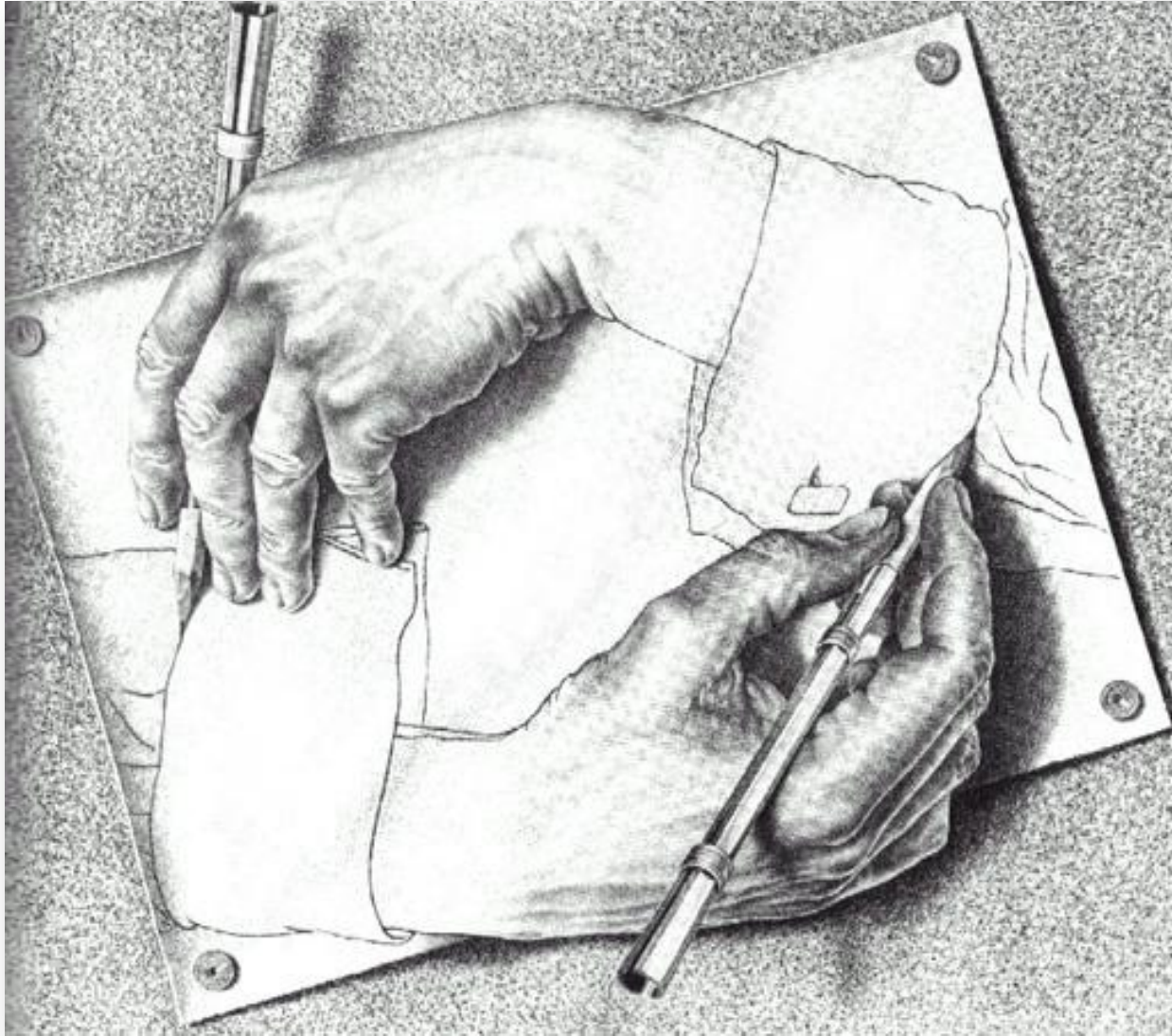


# An informal letter





# A composition. An essay





### Раздаточный материал по теме 3, занятие 3:

#### A guide to informal letter writing

- 1) Your address in the right upper corner.  
If you omit the full address, you may put your town or village by the date. Do not put both full and part address. You need not include the post code, though it is advisable.
- 2) The date below the address.  
E.G. Saturday, March 1\*, 1999 or (more informal) 9<sup>th</sup> September 1999, 9.9.1998  
The year is often omitted
- 3) Begin your letter with salutation.  
E.g. Dear Sally,  
Dear Mr Brown,  
Dear Aunt Jane,  
My darling.  
Comma is usually put after salutation.
- 4) A possible and common beginning:
  - a) You thank the person you are writing to for his/her letter  
E.g. Thanks for... Many thanks for...  
How nice of you to...  
I was awfully glad to...
  - b) You apologize for not having written before:  
E.g. I must apologize for not writing...  
I really should have written sooner...
- 5) The body of the letter
- 6) A common ending: you mention future correspondence, visits, etc.  
E.g. I'll write you soon.  
Looking forward to seeing you.  
Hope to hear from you soon.
- 7) The close.  
Here are some examples according to their degree of informality (with 1 the most and 5 the least informal):
  1. I love you so much
  2. Lots of love  
much love
  3. Love
  4. Best wishes,  
All the best
  5. YoursA comma usually follows there.
- 8) Signature. Informal letters are usually signed by your first name.

1	2 Victoria street Oxford OX2 006
2	January 15 <sup>th</sup>
3	Dear Sally,
4	Thank you for your lovely birthday card, I have not written sooner as I wanted to invite you round and would never find a suitable time.
5	We are having a small party next Friday night to celebrate Toni's return from Canada, and we would be very happy if you and Simon could join us, around 8 p.m.  Do come if you can.
6	Looking forward to seeing you.
7	Yours,
8	Margery

(Based on writing Intermediate by M-C Boutin, S.Brinand and F. Grellet OUP 1987)





## The results

**At the end of the elective course students:**

- **improve their abilities in writing;**
- **develop their self-evaluation skills as a part of study skills;**
- **enhance their critical thinking skills;**
- **take more responsibility for their own learning;**
- **learn to notice their mistakes and correct them.**

# Summarizing





**Thanks for your attention!**