

## Linguaskill Writing

### Writing test advice for the candidate

#### Before the test

- On the Linguaskill website, look at the [sample test](#) and read the information on the test, so that you are familiar with the tasks and how to move through the test.
- Practise writing within a time limit so that you know how to manage your time.
- Practise writing online using [Write & Improve](#) and [Activities for learners](#).
- Make sure you know where the timer and word count functions are.
- Make sure you know how to use the copy and paste buttons.

#### General Advice

- Read the task carefully and consider ways to develop your answer. You might want to ask for a pen and paper to plan your answer or list your ideas.
- Plan to spend 15 minutes on Part 1 and 40 minutes on Part 2.
- There is no maximum word count for either task so try to write as much as you can. This will give you the best chance to show your full language ability. You are free to move between parts of the test to change or add to your answers.
- Be careful with your typing because there is no spellcheck! If you have some time at the end of the test, read your answer again to check for spelling mistakes, spaces, full stops and capital letters.



## Part 1 – email task

### Part 1

You should spend about 15 minutes on this task.

You have seen this notice at your local college:

#### Personal development courses

Choose **one** of the following:

- managing your time
- becoming more confident
- giving presentations

Limited places; please email Mr Takeda for further details.

Write an **email** to Mr Takeda:

- say which course you are interested in
- explain why you want to do the course
- ask about the cost of the course

Write at least **50** words.

### Advice for the email task

- Spend about 15 minutes on this part.
- Try to cover each bullet point with as much detail as possible, for example, you can usually give some examples, reasons or explanations. Where possible use a variety of language (e.g. structures, vocabulary etc.)
- Try to write your answer in a style that is appropriate for the context and target reader.
- You don't need to include an email address, or subject line at the start of your email. You can usually start your email with an opening like "Dear/Hi/Hello...,"
- Try to link your ideas together so that your writing is easy to follow. Think about how you can use paragraphs effectively.



# Linguaskill

## Part 2 – essay writing task

### Part 2

You should spend about 40 minutes on this task.

Read the following statement:

**Playing a team sport should be compulsory for students in all schools.**

Write an **essay** indicating to what extent you agree or disagree with the statement. Give reasons to support your answer.

Below are some different views that you may wish to consider in your essay:

*'Schools should concentrate on improving students' academic grades.'*

*'Team sports can teach us valuable life skills.'*

*'Sport should be about enjoying physical exercise, not winners and losers.'*

You can also include any other ideas you think are relevant.

Use your own words as far as possible.

Write at least **250** words.

### Advice for the essay writing task

- Spend about 40 minutes on this part
- In your answer, try to cover all aspects of the task with as much detail as you can and give examples, reasons and explanations.
- The task will give you some views which you may wish to consider in your answer, but you should also give *your* opinion and support this with your own ideas.
- In addition to writing about the viewpoints given in the question, you can include other ideas if you think they are important and relevant to the task.
- Try to link your ideas together so that your writing is logical and easy to follow. Think about how you can use paragraphs effectively.
- Write your answer in a style and format that is appropriate for an essay.
- Where possible use a variety of language (e.g. structures, vocabulary etc.)

