

## UNIT 1 >>> What's in a name?

<b>Task type:</b>	Write a report
<b>Subskill:</b>	Present statistical information

### Task summary:

- This writing task is a report. You should write a report with **your class's suggestion for (re)naming something in or near your school**. There are some ideas of places or buildings that could be (re)named in Exercise 1 on **page 14**. You can use one of these ideas or one of your own.
- The focus of this writing lesson is **presenting statistical information**. Look at the **HOW TO** box on **page 14** for help with how to present statistics in a report.
- Try to use the **grammatical structures** learned in **Unit 1** in your answer. This is a good opportunity to use the **present tenses** reviewed on **page 9** and **articles and other determiners** from **page 11**.
- Try to use some new **vocabulary** from **page 130** in your answer too.
- Write about **140 words** for this task.

### EXAM TIP

When planning your composition, apart from simply answering the question, look for opportunities to show the range of vocabulary and grammar you're able to use.

### Before writing:

Always make a plan! Use the sample report and the **HOW TO** box on **page 14** to help you plan for this writing task.

### Model Answer

Start by writing who the report is to, who it's from and what the subject is.

Explain why you're writing the report in the introduction.

Describe the results of your survey. Include statistical information.

Based on the results of your survey, suggest a name for the place or building you're writing about in the conclusion.

To: The principal  
From: Class 7A  
Subject: Naming the science laboratory

Introduction: Our class has been asked to suggest a name for the new science laboratory.

Our survey: We have conducted a survey of the students to find the most popular name. 25 students participated.

The results: **Approximately 65% of students suggest naming the lab after** somebody who has done something **meaningful** for the school. **Just under a quarter of students think it should be named after a famous scientist.** Finally, **a small minority believe** it should be given an abstract name.

Conclusion: As **the majority of students support naming the lab after** somebody who has contributed to the school, we **suggest naming the lab after** Alan Cousins, our chemistry teacher. Mr Cousins raised the money to equip the lab by running a marathon. Therefore, we recommend naming the lab 'The Alan Cousins Science Laboratory.'

Underlined items are examples of grammar learned in this unit. Look for opportunities to use the present tenses (page 9) and articles and other determiners (page 11) in your answer.

Describe how you gathered the information to write this report in paragraph 2. Say who participated in your survey.

Words in **bold** are new vocabulary from this unit. Use new vocabulary from page 130 and the **HOW TO** box on page 14 in

### GO BEYOND

- ✓ Because you want the reader to take your report seriously, write in a formal style, using sophisticated vocabulary and the passive voice whenever possible.
- ✓ Organise your information carefully, making sure that each paragraph contains only the information that belongs in that section. Make sure the information in the paragraph matches the heading you've used.
- ✓ When you've finished writing, check that your statistics add up correctly. For example, **don't** say something like: *65% of students believe that the lab should be named after a scientist, while three-quarters of students think it should be given an abstract name.*