

## EXAM TIPS

- 1 If the exam task requires you to present the 'advantages and disadvantages' or 'arguments for and against', the introduction should state the topic or issue, but *not* your opinion (keep that for the conclusion). The topic can be introduced in the form of a question.
- 2 The main body of the essay should consist of two paragraphs of approximately the same length: one 'for' and one 'against'. Which arguments should be presented first? Here are two possible solutions:
  - a First the arguments 'for' and then 'against'.
  - b Present the arguments you agree with second – they will appear stronger as well as providing a smooth transition to the conclusion, where you state your opinion.
- 3 The conclusion should not introduce new arguments, as this gives the impression that the text is unfinished. It should sum up the discussion and give your opinion on the issue in question.
- 4 An essay should be written in a formal style. Do not use colloquial language or contractions (*don't*, *haven't*, etc.).

## exam TASK

- 1 Many young people start work before finishing their studies. Write an essay presenting the advantages and disadvantages of such a step.

Many young people nowadays do not wait to graduate before they start work. They find their first job while still at university. **What are the advantages and disadvantages** of taking such a step?

**The main benefit**, of course, is that you have your own income and do not have to rely on your parents to cover all your expenses. It is easier for them and for you. **Moreover**, if the job is connected with the area you are studying, you can gain valuable skills which may be useful to you in the future. **Not only that**, but when you start applying for full-time jobs after graduating, your CV will already show previous experience.

**On the other hand**, having a job while studying **has its drawbacks**. For one thing, it may affect your studies. You have less time to study and you may be tired in class. **In addition**, it leaves you less time for your social life, which is such an important part of the student experience. **Finally**, it may mean you have to give up the long holidays and with them the opportunity to travel.

**In conclusion**, it seems that working while studying has as many benefits as drawbacks. **In my opinion**, it is worthwhile if the job is interesting or relevant to your future career. Ultimately, however, it is a matter of personal choice.

INTRODUCTION: INTRODUCE THE PROBLEM, SIGNAL THAT THERE ARE PROS AND CONS WITHOUT GIVING AN OPINION

ARGUMENTS FOR

ARGUMENTS AGAINST

CONCLUSION: SUM UP THE DISCUSSION AND GIVE YOUR OPINION

## TASK ANALYSIS

- 2 In the above sample essay, replace the highlighted phrases with others with the same function.

## 'FOR AND AGAINST' ESSAY OPINION ESSAY

### INTRODUCTION – FOR AND AGAINST

What are the arguments for and against this idea?

What are the benefits and drawbacks of such a step?

This step / idea / solution can be said to have both advantages and disadvantages.

### INTRODUCTION – OPINION

In this essay, I am going to argue that ...

In my opinion ...

### INTRODUCING THE FIRST ARGUMENT

First of all, ...

One (dis)advantage is that ...

First(ly), ...

The main argument in support

First and foremost, ...

of ... is that ...

For one thing, ...

On the one hand, ...

To begin with, ...

### MORE ARGUMENTS

Secondly, ...

Furthermore, ...

Thirdly, ...

What is more ...

Another (dis)advantage is that ...

In addition, ...

Moreover, ...

Not only that, but ...

### FINAL ARGUMENT

Finally, ...      Last but not least, ...

### PRESENTING THE OPPOSING OPINION

On the other hand, ...      However, ...      Nevertheless, ...

### EXPRESSING YOUR OPINION

In my opinion, ...      To my mind, ...

### EXPRESSING AN OPINION CAUTIOUSLY

It seems / appears that ...

It would seem / appear that ...

It is believed / recognised that ...

There is little / some / no doubt that ...

### SUMMARY

To sum up, ...      All things considered, ...      On balance, ...

In conclusion, ...      All in all, ...      On the whole, ...