

UOW College Hong Kong / Community College of City University
Student English Enhancement Unit (SEE U)
Daily English Practice

Week 7

#182 Essay Writing Tip – Structuring an Assignment Essay

Skills/ Objectives: Reading, Listening and Writing Skills

PART 1: Before you read...

Preparatory questions

Qt 1: What are the three common elements which should be included in all different kinds of assignment essays?

Qt 2: What are the six common kinds of essays you are often asked to write?

The answers Qt1 to Qt2 will be provided in the next set of exercises.

The answers to relevant questions in the preceding set of exercises (Essay Writing Tip – Using the Mind Map) are as follows:

Qt 1: What is a mind map?

Ans: A mind map, or spidergram, is a strategy for making notes on a topic, prior to writing.

Qt2: How is a mind map different from brainstorming?

Ans: A mind map is a strategy to show the hierarchical (structured) relationship of ideas but brainstorming is unstructured.

Qt3: What are three effective steps for creating a mind map?

Ans: The three effective steps for creating a mind map are 1.choosing a topic, 2. making notes and, 3. feedback.

Vocabulary

To help you understand the article easier, take a look at the following vocabulary items:

- coherent (adj): clearly connected in what the person says
- exposition (n): clear and full explanation of ideas
- factorial (n): relating to a factor
- commentary (n): remarks on an event or person

PART 2: Article for Reading

Ready the following article posted on the British Council website about essay structuring:

Essay Structure

<https://learnenglish.britishcouncil.org/writing-purpose/essays-structure-1>

PART 3: Listening Comprehension

Listen to the following short video clips to learn more about this topic while practicing your listening skills at the same time:

Essay Writing

<https://www.youtube.com/watch?v=1k5fecDB9HM>

PART 4: Writing Practice

Did you notice the interesting use of the word “employ” in the following sentence in the article:

“When you write an Essay, you need to show that you can construct a coherent argument and employ critical thinking skills.”

In this sentence, the word “employ” is not used in the usual sense of engaging somebody to do work. It means making use of something or taking someone’s time to do something. Look at the following examples:

In this experiment, the new method has been employed to solve the problem.

The new director employed a new approach for managing the company.

Can you think of two other ways to use the word in this sense? Try to write down something and discuss with our SEE U teachers. Send your writing to: **see.u@ccu.edu.hk**. Remember! Your **SEE U** teachers are always ready to give you feedback.