

FIONA LONGDEN



Simple Steps to Good Writing

FIONA LONGDEN



Simple Steps to Good Writing

STEP 1

© GRIVAS PUBLICATIONS 2004

All rights reserved

No part of this publication may be reproduced, stored in a retrieval system, or transmitted, in any form or by any means, electronic, mechanical, photocopying, recording, or otherwise, without the prior permission of GRIVAS PUBLICATIONS.

Copyright illustrations: GRIVAS PUBLICATIONS

Published and distributed by: GRIVAS PUBLICATIONS

HEAD OFFICE

3 Irodotou St. 193 00 - P.O.Box 72 Attiki, Greece

Tel.: +30-210.55.73.470

Fax: +30-210.55.73.076, +30-210.55.74.086

e-mail: info@grivas.gr

<http://www.grivas.gr>

Printed April 2012

CONTENTS

| | | |
|---------------|----------------------------------|----|
| UNIT 1 | <i>My Best Friend</i> | 4 |
| UNIT 2 | <i>My House</i> | 8 |
| UNIT 3 | <i>Out and About</i> | 12 |
| UNIT 4 | <i>Visiting Places</i> | 16 |
| UNIT 5 | <i>My Daily Routine</i> | 20 |
| UNIT 6 | <i>My Family</i> | 24 |
| UNIT 7 | <i>My Pet</i> | 28 |
| UNIT 8 | <i>My School</i> | 32 |
| UNIT 9 | <i>Birthdays</i> | 36 |
| UNIT 10 | <i>Fishing</i> | 40 |
| UNIT 11 | <i>A Day Trip</i> | 44 |
| UNIT 12 | <i>A Busy Day</i> | 48 |
| UNIT 13 | <i>My Favourite Season</i> | 52 |
| UNIT 14 | <i>A Visit to a Friend</i> | 56 |
| UNIT 15 | <i>An Exciting Day</i> | 60 |
| WRITING TASKS | | 65 |

UNIT 1 My Best Friend

1 WARM UP

Describe the people in the pictures. Use the words in the box to help you.



David is ...
He has got ...

Useful words / phrases:

- tall / short / thin / fat
- brown hair / blonde hair
- long hair / short hair
- a friendly smile



Cathy is ...
She has got...

2 READING FOR IDEAS

1a Read the description of Helen's best friend, Liz.



Helen

My best friend is Liz. She is twelve years old. She is from Manchester.

Liz is very pretty. She has got long fair hair and big blue eyes. She is tall and thin. She has got a lovely friendly smile too.

Liz is a very clever girl. She is funny too. She has got a lot of friends. She has got a brother and a sister too. Her brother is ten years old and her sister is eight.

c Now tick (✓) the photo which shows Liz.



A

☐

B

☐


C

☐


b Find words in the description that are the **opposites** of the following words:

- | | | | |
|---------|---------------|---------|-------|
| 1 ugly | <u>pretty</u> | 4 small | _____ |
| 2 short | _____ | 5 short | _____ |
| 3 dark | _____ | 6 fat | _____ |

thin: αδύνατος
fat: χοντρός

hair: μαλλιά
blonde: ξανθός

friendly: φιλικός
smile: χαμόγελο

pretty: χαριτωμένος
fair: ανοιχτόχρωμος, ξανθός

lovely: ωραίος
clever: έξυπνος

funny: αστείος
ugly: άσχημος
dark: σκούρος

3 VOCABULARY DEVELOPMENT

1 The photos below show some best friends. Complete what the children are saying, using the words in each box.



I've
got curly
red hair.

I've
got _____
_____ hair.

1 curly, short - black, red



I've
got _____
_____ hair.

I've
got _____
_____ hair.

2 long, straight - brown, blonde



2 Write the **adjectives** under the correct pictures.

clever, kind, funny, serious



1 funny



2 _____



3 _____



4 _____

3 Complete the descriptions using the **adjectives**.

handsome, friendly, pretty



1 John has got a _____ smile.

2 Kate has got _____ eyes.



3 David has got a _____ face.

curly: σγουρός

straight: ίσιος

kind: ευγενικός, καλός

serious: σοβαρός

handsome: ωραίος (για άνδρες)

4 WRITING PRACTICE

1 Write the sentences in two ways, as in the example.



brown eyes

He has got brown eyes.
His eyes are brown.



fair hair

1 { She _____
Her _____.



long legs

2 { She _____
Her _____.



a beautiful smile

3 { She _____
Her _____.

2 Write sentences with **too**, as in the example.

Sandra is clever and funny.

Sandra is clever. She is funny too.

1 Jack is kind and friendly.

2 Angela is tall and thin.

3 Harry is quiet and serious.

3 Write a sentence about your best friend. Use the words in the box, as in the example.

| | | | | | |
|-------------|------------------------------|------|------------------------------------|---|------|
| He / She is | tall short thin fat | with | long short straight curly | black brown fair blonde red | hair |
|-------------|------------------------------|------|------------------------------------|---|------|

John is my best friend.

He is short with straight brown hair.



_____.

5 COMMON MISTAKES

Tick (✓) the correct sentences.

- 1 Susan is eleven years. ☐
Susan is eleven years old. ☐
- 2 We have the same age. ☐
We are the same age. ☐
- 3 His hair is black. ☐
His hair has got black colour. ☐

- 4 Mark has got and brown eyes and brown hair. ☐
Mark has got brown eyes and brown hair. ☐
- 5 Paul is very beautiful. ☐
Paul is very handsome. ☐
- 6 She is a nice girl. ☐
She is nice girl. ☐

beautiful: ωραία

too: επίσης, και

quiet: ήσυχος

same: ίδιος

age: ηλικία

6 WRITING TASK

Write* a description of **your best friend**. Before you start:

STEP 1: Oral Preparation

Answer the questions.

- 1 Who is your best friend?
- 2 How old is he / she?
- 3 Where is he / she from?
- 4 Is he / she...? (handsome (boy) / pretty (girl) – tall / short)
- 5 What colour eyes has he / she got?
- 6 What colour is his / her hair?
- 7 Talk about his / her character. (Is he / she clever, funny, serious, quiet, friendly, kind?)
- 8 Has he / she got brothers or sisters?



STEP 2: Plan

Paragraph one:

Give your best friend's name and age.
Say where he / she is from.

Paragraph two:

Describe your best friend.

Paragraph three:

Describe your best friend's character.
Say if he / she has got brothers or sisters.



STEP 3: Useful Language

- has curly / straight hair
- is tall / short
- is kind / very nice
- is handsome / pretty
- has a lovely / friendly smile
- is eleven / eleven years old
- is a clever / funny person
- hasn't got brothers or sisters

[* For each **writing task**, write between 60 and 80 words.]

character: χαρακτήρας

describe: περιγράφω

Simple Steps to Good Writing

is a four-book series which focuses on writing skills and takes learners from Beginner to Intermediate level. The series is both stimulating and practical, and covers a wide range of topics as well as introducing students to a variety of writing tasks.

Each unit features:

- model compositions and plans
- topic-related vocabulary development
- practice in language structures
- common errors
- oral practice
- useful writing tips

Simple Steps to Good Writing

takes learners step by step through this difficult area of language learning, giving them a firm grounding in the writing techniques required for success in the writing paper of various examinations.

There is one Answer Key covering all four books in the series.

ISBN 13: 978-960-409-217-8



9 789604 092178