

## Writing 1g

- A letter to the editor suggesting solutions to a problem



1 **ES1.1** Look at the letter. What problem does the letter address? Read and check.

2 **ES1.1** Read the letter. Copy and complete the table with information from the letter.

Dear Sir/Madam,

I am writing in response to an article in your paper about the huge amount of waste which people throw away every year all over the world. In my opinion, the damaging effect that this has on the environment is one of the most serious problems that our society faces today. I would like to give some suggestions on how to reduce the amount of waste we produce.

Firstly, we could set up recycling schemes and encourage people to recycle their rubbish. This way, less rubbish would go to landfill sites.

Furthermore, we could make an effort to buy products with reusable packaging, such as glass and paper. As a result, we would recycle more household waste and reduce how much rubbish we throw away.

All in all, I think that there are a number of ways that we can reduce the amount of waste we throw away. If we employed some of these suggestions, then the world we live in would be a cleaner and nicer place. I hope my suggestions will be taken into consideration.

Yours faithfully,  
Mary Adams

Suggestions	Expected results

3 Replace the phrases in bold with alternatives from the Study Skills box.

4 **ES1.1** Work in pairs. Match the suggestions to the expected results, then talk about how people can reduce air pollution in cities.

Suggestions	Expected Results
1 plant trees in local parks and forests	a fewer cars on streets – cleaner air
2 encourage people to use public transport or cycle	b trees absorb carbon dioxide – air becomes cleaner

One possible solution is to ... This way ...

Writing (a letter to the editor suggesting solutions to a problem)

5 **ES1.1 ES1.1 ES2.1** Portfolio Use ideas from Ex. 4 to write a letter to the editor (100–180 words). In your letter, discuss the problem of air pollution suggesting ways to solve it.

Para 1: reason for writing: state your opinion (I am writing in response to ... In my opinion, the air in our cities is becoming more and more polluted.)

Para 2-3: your suggestions & expected results (firstly, ... This way, ... Furthermore, ... As a result, ...)

Para 4: summarise points; restate your opinion (All in all, I think ... I hope my suggestions will be taken into consideration.)

**Study Skills**

A letter to the editor is a formal piece of writing about a matter of public interest.

To state our opinion: In my opinion, As far as I'm concerned, I (strongly) think/believe/feel that ...

To list points: To start with, First of all/Firstly, What is more, In addition, Furthermore

To express results: This way, As a result/consequence, Consequently

To conclude: To sum up, In conclusion, All in all

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## Мәселені шешу ұсынысымен редакцияға хат

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## Ұсынымдар

## Болжамды

нәтижелер

Suggestions

Expected Results

Suggestions	Expected Results

**2** Read the letter. Complete the table with information from the letter.



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## Home task

3 Replace the phrases in bold with alternatives from the Study Skills box. **CHECK** ...

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**To list points:** *To start with, First of all/Firstly, What is more, In addition, Furthermore*

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**To conclude:** *To sum up, In conclusion, All in all*



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**Firstly** /  , we could set up recycling schemes and encourage

people to recycle their rubbish. **This way** /  , less rubbish

