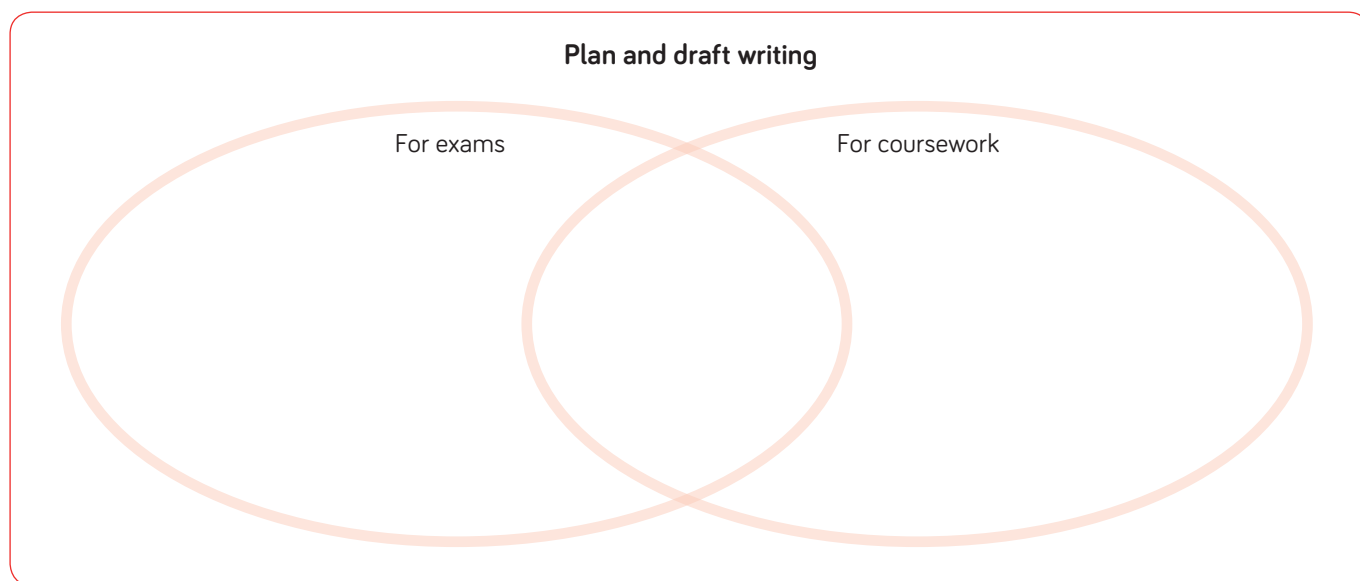


Warm up

Write the skill title on the board and draw two big circles with a good intersection between them (see below). Above one, write *For exams* and above the other, *For coursework*. Elicit a couple of strategies students might use when planning and drafting, asking if they would suit both situations or just one, and note them in the appropriate place in the Venn diagram (if for both, they go in the intersection). Allow them some time to brainstorm in small groups, then invite students one at a time to the front to fill in the diagram. You can also elicit bad habits and things to avoid, placing them outside both circles.

Possible topics of discussion include: time management, writing on paper vs computer, paragraph planning, and use of aids, such as research tools.



Using the Factsheet

There are three possible ways to use the Factsheet:

- 1 Give students the Factsheet before the lesson, so they can read it at home and come to the lesson prepared to do the Worksheet. If you use this approach, start the lesson by checking that all students have read and understood the Factsheet, and answer any questions.
- 2 Give students the Factsheet at the beginning of the lesson and start by working through it with the students.
- 3 Focus on the Worksheet in the lesson, then give students the Factsheet at the end of the lesson, so they can take it home and keep it as a reference or revision tool.


Theory to practice

Answers

- 1 True – Each main idea in an essay should be presented separately in a new paragraph (although sometimes an idea needs more than one paragraph).
- 2 True.
- 3 True.
- 4 True.
- 5 False – You can definitely use some quotations to support your ideas, but not always. Your essay will become repetitive if you use too many.
- 6 True – At the end of each main body paragraph, it is good style to take the reader back to the topic sentence, or linking to the next paragraph or section.

Using the Worksheet

Practice

1  In pairs, discuss the differences between the way you write essays in examinations and the way you write essays for coursework.

- In pairs, refer students to the diagram and ask them to tell each other (1) what they do already, (2) what they will start doing and (3) what they think might not work for them.
- Elicit some comments, especially on (3). It's important for them to know that, although strategies are vital to improve their academic writing, not every strategy will work for every student.

2 Create a new document in your word-processing software.

- Ask students to open their word processors and follow the instructions.

3 By now, you should know what you think about the good and bad effects of social media. Write a thesis statement under *Introduction*.

- Ask students to decide, based on their previous research, if they think social media is essentially good or bad for youngsters. Ask for a show of hands.
- Now ask them to consider whether there are any major problems or conditions to consider. For example, they may have decided it is good overall, but only if used appropriately and with limits. If they are stuck for opposing ideas, they can talk to students who had a different position in the show of hands.
- Ask students to use this information to write their thesis statement.

Suggested answer

Is social media good or bad for young people?

Introduction In this essay I will argue that social media, despite having its problems, can be very beneficial for young people if used appropriately.

Main body

Conclusion

4 Using the ideas from your mind map and your research grid, plan out the order of the paragraphs in the main body of your essay.

- Students refer to their mind maps and their research grids to choose the ideas they want to develop in their essay, and decide on an order for the paragraphs.
- Ask students to write a sentence explaining the main idea, and any examples, supporting evidence or quotations.

TIP

Ask students to read the tip. Explain that they might have a suitable order now, but once they start writing, it might make more sense to move paragraphs around.

Suggested answer

Is social media good or bad for young people?

Introduction	In this essay I will argue that social media, despite having its problems, can be very beneficial for young people if used appropriately.
Main body	<ol style="list-style-type: none"> 1 Great to keep in touch with old friends (other cities, etc.) and organize social events (share photos after!) 2 Easy to meet new people (have to be careful with strangers) 3 You can start a career or business: free advertising (e.g. singer/cupcakes) 4 It gives people a voice: you can find people with similar opinions to yours (careful with echo chambers)
Conclusion	

5 Choose a paragraph from your essay. Draft a topic sentence. Then follow it with a few more sentences on the topic, putting forward other people's opinions and your own. Write between 100 and 150 words.

- Ask students to choose a paragraph (not necessarily the first one) and write the topic sentence. Elicit some examples.
- Students now write the rest of the paragraph. Remind students that the following sentences should relate to the topic sentence.

Suggested answer

- 4** Most importantly, social media gives people a voice, a much wider platform than they have in real life. They can also connect to people with similar ideas to theirs, giving them the opportunity to deepen their knowledge. It is often argued that only having like-minded contacts on social media reinforces people's opinions, making them less tolerant of opposing ideas – the so-called 'echo chamber' argument. However, David Robson ('The myth of the online echo chamber', 2018) presents statistical evidence that in fact this is a myth and most people tend to access a broad range of arguments.

6 In pairs, compare your paragraphs.

- Students discuss the questions in pairs. Encourage constructive criticism: students tend to not say anything negative about their colleagues' work for fear of offending them or also getting bad feedback. However, by also pointing out strong points and offering suggestions to improve their writing, students can help each other greatly.

7 Repeat the process above to complete the first draft of the main body of your essay.

- Students follow the same process as above to write a first draft of the main body of their essay.
- When they have finished, remind them to consider whether the order of paragraphs is still the ideal one.

Suggested answer

Is social media good or bad for young people?

Introduction	In this essay I will argue that social media, despite having its problems, can be very beneficial for young people if used appropriately.
Main body	<p>One of the main uses of social media is to keep in touch with friends, especially those who are temporarily or permanently distant. Young people often move town with their parents, and in the past, communication was limited to letters or expensive phone calls. Now users can maintain strong relationships with friends anywhere in the world. People who live in the same city but don't see each other much can also use social media to arrange parties and other events, as well as share photos of these afterwards.</p> <p>Social media not only helps old friends stay in touch, but also provides the opportunity to meet new ones. It is true that youngsters have to be very careful when dealing with strangers, as they might not be who they appear, but that's not much different from real life. With simple precautions such as not providing personal information and using trustworthy platforms, you can find people with similar interests to yours and develop healthy and fruitful relationships.</p> <p>Apart from using social media for personal reasons, there is also great potential to develop a career or a business online. After all, it is free advertising. A good example of this would be a young singer who would like to be famous. They can post videos of their performances, which can eventually reach someone important in the industry. Small businesses such as homemade cupcakes can also be advertised on social media for free.</p> <p>Most importantly, social media gives people a voice, a much wider platform than they have in real life. They can also connect to people with similar ideas to theirs, giving them the opportunity to deepen their knowledge. It is often argued that only having like-minded contacts on social media reinforces people's opinions, making them less tolerant of opposing ideas – the so-called 'echo chamber' argument. However, David Robson ('The myth of the online echo chamber', 2018) presents statistical evidence that in fact this is a myth and most people tend to access a broad range of arguments.</p>
Conclusion	

Reflect

8 Think about the planning and drafting process. Answer the following questions, and make notes.

- Encourage students to reflect on the planning and drafting processes, making notes.
- Elicit some opinions and have a class discussion.
- Explain that students still need to finish their essays by completing the introduction and writing a conclusion. This stage of the writing process is covered in **Write introductions and conclusions**.