



KEMENTERIAN PENDIDIKAN MALAYSIA
Jabatan Pendidikan Wilayah Persekutuan Labuan



KEMENTERIAN PENDIDIKAN MALAYSIA
Jabatan Pendidikan Negeri Sabah



English Language Task Force PPD Lahad Datu
English Language Task Force JPWP Labuan
COLLABORATION PROJECT 2021

Writing 101 (CEFR-Aligned) 2021

for
Upper
Secondary



Writing 101 (CEFR-Aligned) 2021 for Upper Secondary

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PART 1: E-MAIL

Task 1: Format and Technical Aspects

You will learn the important parts of an e-mail. Label them correctly.

You received an e-mail from your cousin, Kevin, who wanted to play badminton.

Hi Alex,

The school holidays is coming soon. I am thinking about spending the weekend at your place. We can play badminton together. Have you been practising? Can you suggest a place where we can play? What is the equipment I need to bring?

Kevin

To: kevin34@gmail.com

Subject: Let's Play Badminton

Hi Kevin,

I hope you're well. I have not seen you since January. Okay, you are always welcome to stay. I can't wait to play badminton with you again!

I have been practising with my best friend, Sam. We have been playing at the local badminton court near Jalan Segama. So, we can just play there.

I think you need to bring your own badminton racket. Do not worry about the shuttlecocks because I have some. See you soon. Bye!

Alex

1.

2.

3.

4.

5.

Labels

Receiver's e-mail address	Title/Topic	Sender's name
Receiver's name	Reply/Response	

Task 2: Content Identification

When you write your e-mail, remember to answer all the questions.

Did your e-mail answer these questions?

1) Have you been practising?

2) Can you suggest a place where we can play?

3) What is the equipment I need to bring?

4) How many paragraphs do you see in this e-mail?

5) What is the e-mail about?

Task 3: Connectors and Discourse Markers

Complete your e-mail by using suitable connectors and cohesive devices.

Your friend, Samantha is learning to play tennis at her new school. Complete your e-mail by using suitable connectors and cohesive devices.

Hi Karen,

Since I have transferred to a new school, I've been thinking of trying to play tennis. I need some opinions from someone who is familiar with the game and I cannot think about anyone better than you! Is it hard to play tennis? What are the equipment that I need to have? Where can I play tennis?

Samantha

Fill in the blanks with the suitable connectors and cohesive devices given below.

Then	So	In addition	Since
But	First and foremost	Also	and

To: samantha123@gmail.com

Subject: I love tennis too!

Hello Samantha,

I hope you are well with your family. If you want my opinion, of course, I will say tennis is fun _____ it is the best sport in the world!

_____, it is similar to badminton. _____, it is not that difficult. The game _____ need racket to play.

_____, the only difference is that the racket is heavier. _____, you will need to use tennis ball instead of shuttlecock.

_____, you need to play in a tennis court _____ it can be dangerous to play in the field. I hope this sharing can make you interested to try tennis. Hope to hear from you soon. Bye.

Karen

Task 4: Write a reply to his e-mail in about 80 words.

Your cousin, Alex is joining a table tennis club at his new neighbourhood.

Hi Jason,

My neighbourhood recently formed a table tennis club. I decided to join the club because I love to try new things. Since you can play table tennis, maybe you can tell me a bit about it. How do we play table tennis? What are the equipment needed for table tennis?

Alex

Use these guiding words to help you write your e-mail.

Name of racket sports	Equipment / place (venue) to play	Skills in racket sports
Badminton	Badminton rackets Net Shuttlecock Badminton court	Service Return Hit Smash
Tennis	Tennis rackets Net Tennis ball Tennis court	
Table tennis	Table tennis bats Net Table tennis ball Table tennis table	

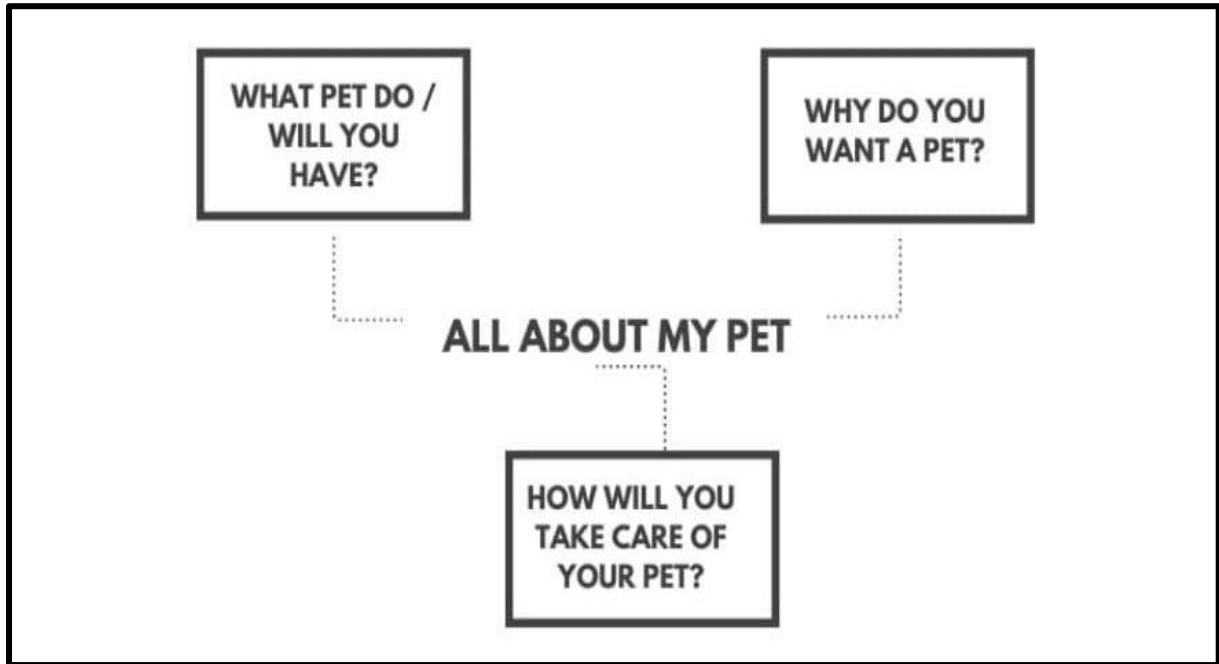
To: alex93@gmail.com

Subject: Join a table tennis club

PART 2: ESSAY

In your class, you have been talking about having a pet. Your teacher has asked you to write an essay about having a pet and the benefits of having it.

Use the information given below to write your essay.



Write your essay **in at least 125 - 150 words** in an appropriate style.

Task 1: Vocabulary Build-Up

PETS VOCABULARY MULTIPLE CHOICE TEST

Look at the pictures, choose and circle the correct option.

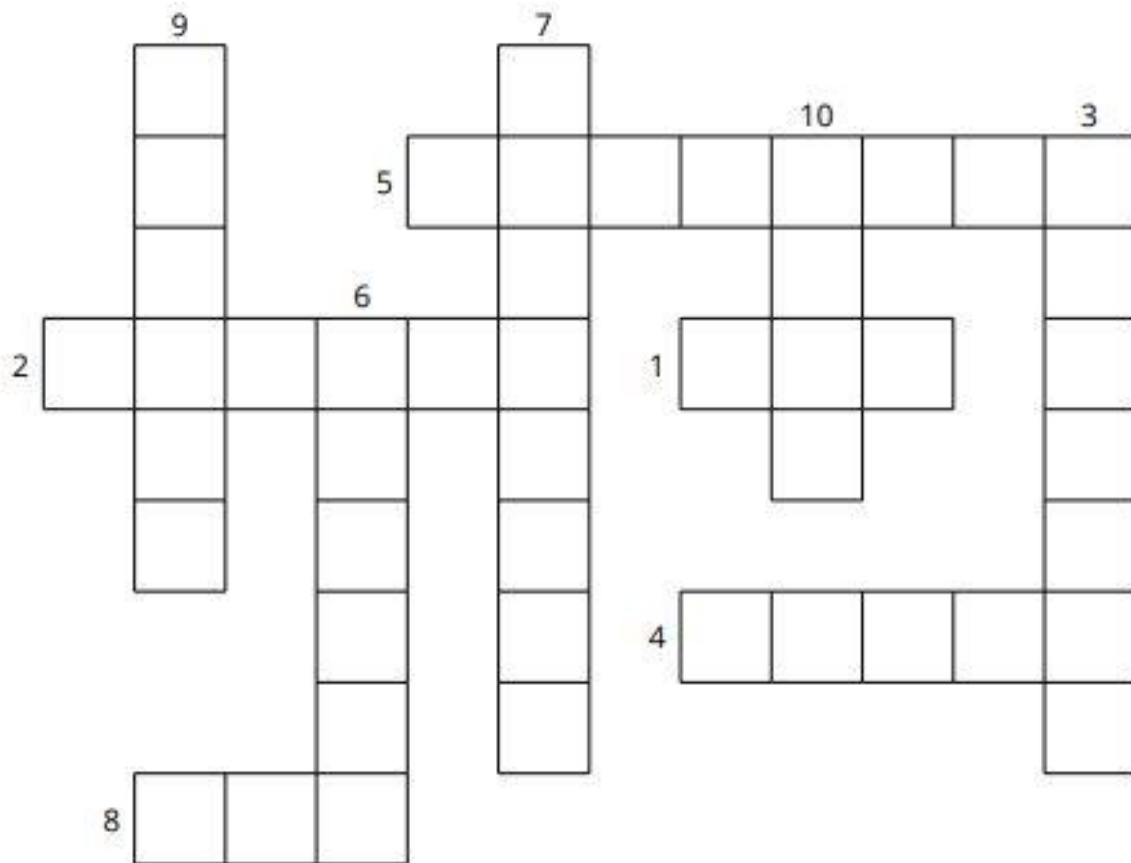
1 	2 	3 	4 
a) dog b) lizard c) parrot d) duck	a) canary b) snake c) frog d) cat	a) rabbit b) hamster c) fish d) iguana	a) turtle b) mouse c) chameleon d) pigeon
5 	6 	7 	8 
a) mouse b) turtle c) canary d) frog	a) hamster b) dog c) rabbit	a) cat b) lizard c) parrot	a) chameleon b) fish c) snake d) duck
9 	10 	11 	12 
a) duck b) mouse c) snake d) hamster	a) canary b) parrot c) fish d) duck	a) iguana b) hamster c) dog d) turtle	a) lizard b) cat c) rabbit d) pigeon
13 	14 	15 	16 
a) cat b) iguana c) hamster d) rabbit	a) snake b) lizard c) pigeon d) dog	a) mouse b) chameleon c) snake d) duck	a) frog b) fish c) canary d) parrot

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Pets Crossword Puzzle

Name: _____



- | | |
|---|--|
| 1. A guard that barks. | 6. Also known as a bunny. |
| 2. A bird that repeats your words. | 7. It carries its house everywhere. |
| 3. A burrowing rodent with large cheek pouches. | 8. It meows loudly if it's hungry. |
| 4. A reptile that goes sssss | 9. A type of lizard. |
| 5. An orange fish. | 10. Usually green and hops everywhere. |

01756A00KHE022

My pet



This is Scotty. It is a _____. It is furry and _____.
It has short legs and a tail. It also has two long ears.
It _____ very loud.

I am a little _____. I have two _____ and two
_____. I also have a _____. I can jump from tree to
tree. I love _____.



Hi! My name is Canario. I am _____. I have two
_____ legs and two _____. I can _____
and I like singing.

He is Garfield. He is a _____. He is _____ with
black spots. He has _____ and short _____. He
likes fish.

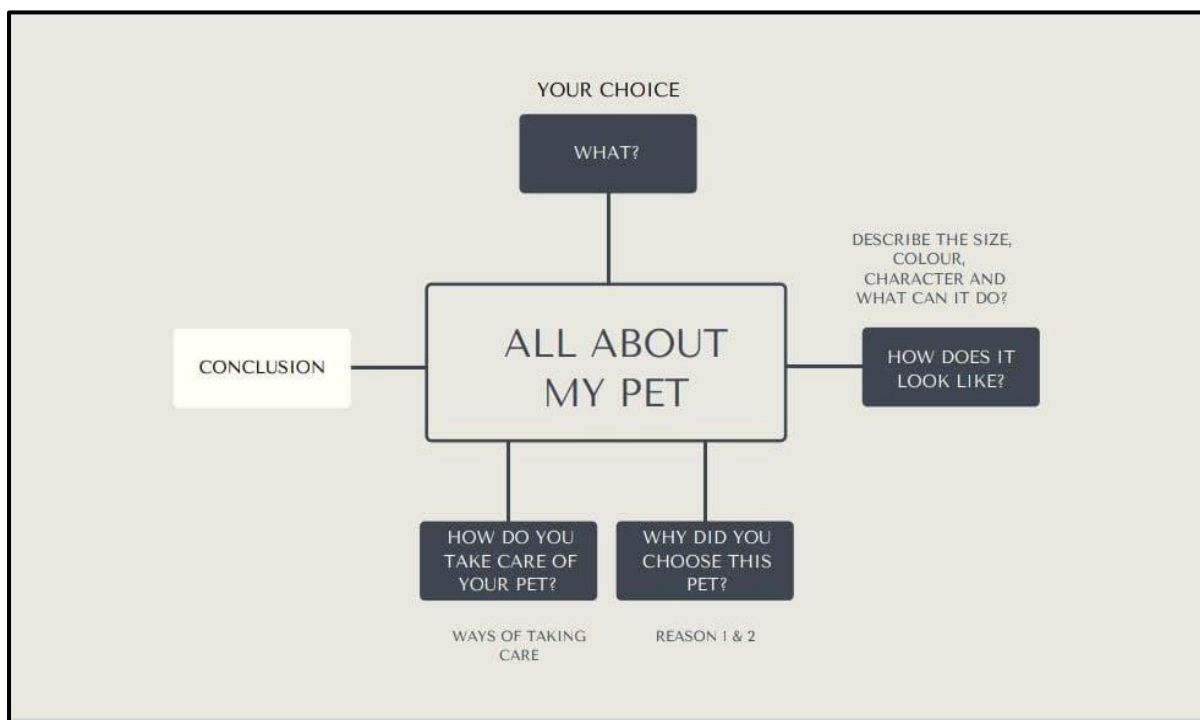


I am Hoppy. I am a little _____. I have _____ long
ears and a small _____. I can _____ but I can't fly.

yellow barks short tail

monkey jump cat rabbit brown whiskers legs ears
gray dog wings two arms nose bananas fly

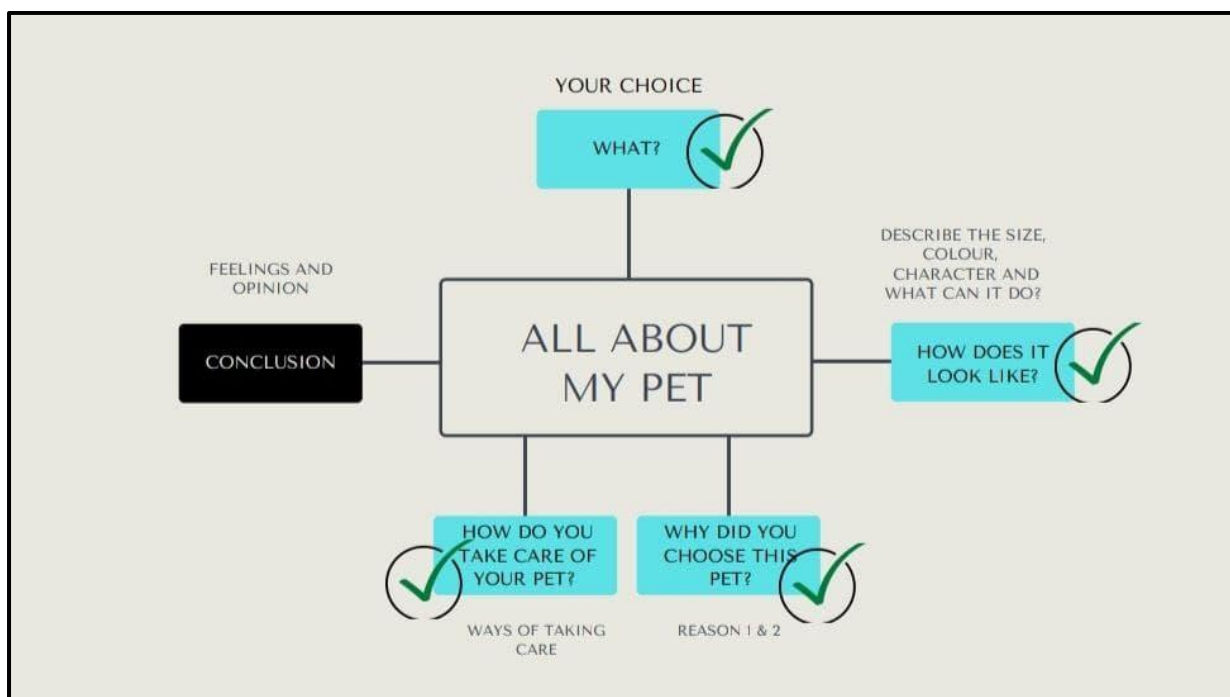
Task 2: Create Ideas



INTRODUCTION	The fast pace of life makes people feel stress. Consequently, we should do something that can relax us. For instance, we can try keeping pets. Keeping pets can bring us a number of benefits. Therefore, today I would like to share with you the benefits of keeping pets.	
WHAT? • What pet do you have? HOW DOES IT LOOK LIKE? • Size • Colour • Character • What can it do?	I have always wanted _____ as my pet. On my birthday, my mother bought a / an _____ as my birthday present. It was the most adorable _____ with _____ _____ _____	Short / long tail, fluffy, white, grey, black spots, whiskers, Fly, swim, roll over, jump, barks
WHY DID YOU CHOOSE THIS PET? / BENEFITS (2 reasons) • As friend / companion • Reduce my stress • Occupy my free time	The first benefit of having pet is _____ _____ _____ _____ _____ _____	and, also, even, again, moreover, further, furthermore, similarly, in addition, as well as

HOW TO TAKE CARE OF THE PET? <ul style="list-style-type: none"> • Veterinary • Food • Vitamins • Hygiene • Cage 	<p>Taking care of pets is a difficult and time-consuming job and must be done with dedication and love. We must know how to take care of them. Firstly, we can bring them to the veterinary for vaccines and treatments. Secondly, _____</p> <p>_____</p> <p>_____</p> <p>_____</p>	<p>firstly, secondly, thirdly, next, then, following, now, at this point, after, after this,</p>
---	---	--

Task 3: Giving Opinion and Making Conclusion



CONCLUSION	<p>In conclusion, having pets is truly a _____. People of all ages can benefit from the experience of just being around their pets. I am very _____ to have _____ as my pet.</p>	<p>in brief, on the whole, in sum, to sum up, thus</p>
-------------------	--	--

Task 4: Ready to write.

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

PART 3: ARTICLE

Task 1: Complete the following exercises.

Healthy Lifestyle

Healthylifestyle

H	C	O	N	F	I	D	E	N	C	E	D	P	X	E	K	O	Y
E	E	A	M	G	Y	K	G	N	B	R	U	R	Z	F	I	I	P
Y	X	A	C	U	R	A	X	K	O	E	K	O	U	F	M	M	R
D	Q	C	L	C	S	O	Q	B	N	Q	H	T	I	I	P	M	O
N	K	O	E	T	O	C	W	V	E	U	A	E	N	C	A	U	V
F	O	C	U	S	H	M	L	T	S	I	F	C	C	I	C	N	I
X	K	V	N	U	S	Y	P	E	H	R	F	T	R	E	T	E	D
E	N	H	A	N	C	E	L	L	N	E	E	I	E	N	W	D	E
T	T	P	R	O	T	E	C	T	I	I	C	O	A	T	H	C	W
V	E	N	E	R	G	Y	H	R	U	S	T	N	S	X	Z	P	F
S	Q	N	M	I	M	P	R	O	V	E	H	W	E	I	C	M	W
B	M	A	K	E	X	S	Y	S	T	E	M	G	F	L	I	G	Z

Find the following words in the puzzle.
Words are hidden → ↓ and ↘ .

ACCOMPLISH
AFFECT
BONES
CONFIDENCE
EFFICIENT
ENERGY
ENHANCE
EXCESS

FOCUS
GROWTH
HEALTHY
IMMUNE
IMPACT
IMPROVE
INCREASE
MAKE

MUSCLE
PROTECT
PROTECTION
PROVIDE
REQUIRE
SYSTEM

Match the words from Column A to Column B.

Balanced Diet

Column A
carbohydrates
proteins
vitamins




Column B
growth
energy
protection


Fill in the blanks with suitable words.

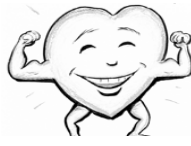
- _____ is required for growth and repair our body.
- _____ provide our body with energy.
- _____ and minerals protect our body from various diseases.

Look at the pictures and fill in the blanks with suitable words. Then use these words to complete the sentences below.

Exercise Regularly



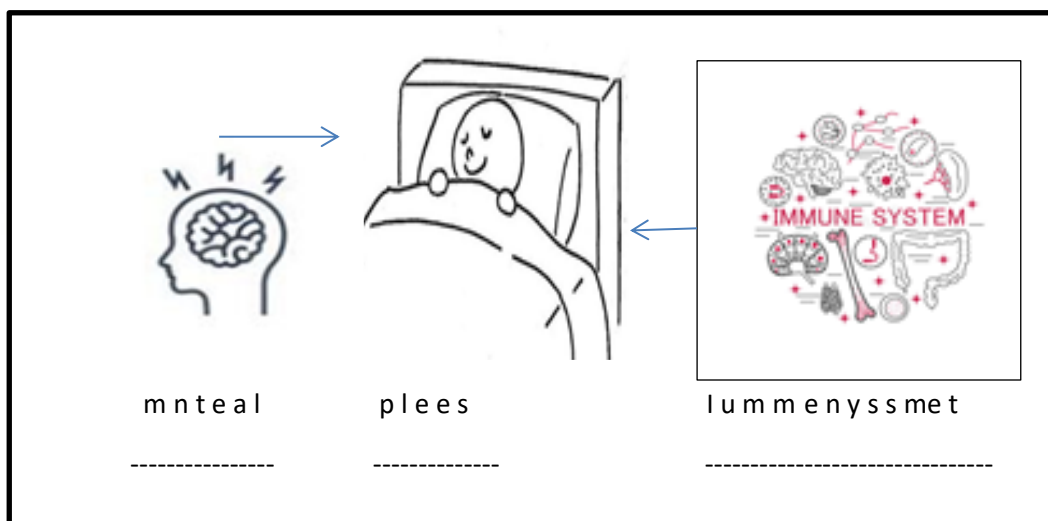


- We should 3 times a week.
- We can do several activities such as, and
- Exercise is important for building strong and muscles.

4. Exercise can strengthen our A healthy leads to a healthy mind.

Look at the pictures and fill in the blanks with suitable words. Then use these words to complete the sentences below.

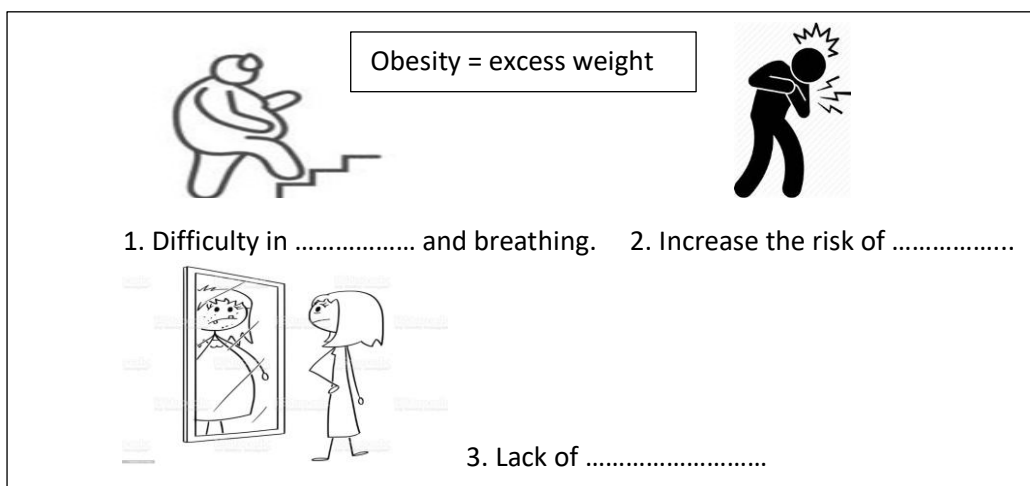
Sleep



1. We have to at least 7 to 8 hours per day.
2. We should go to at a regular time.
3. A good night sleep makes our stronger.
4. Sleep can improve our health.

Look at the pictures and fill in the blanks with suitable words. Then use these words to complete the sentences below.

Obesity

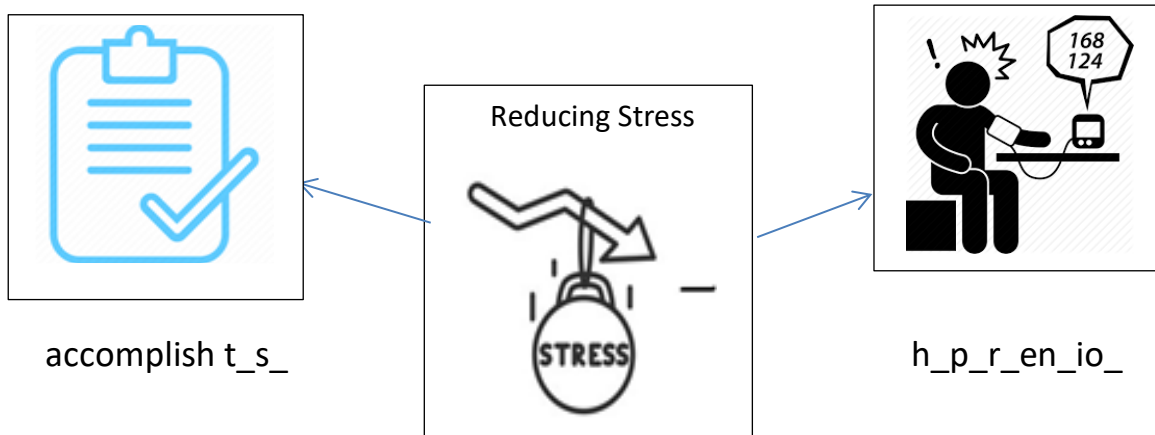


1. can have a serious impact in your life.

2. Excess can cause difficulty in moving and breathing.
3. Obesity can increase the risk of diabetes and
4. Obesity can affect your mental health, including lack of and issues with body image.

Look at the pictures and fill in the blanks with suitable words. Then use these words to complete the sentences below.

Reducing Stress



1. A healthy lifestyle is proven to reduce
2. Reducing stress improves sleep, lessen anxiety and
3. Living in a less stressful environment helps you to stay focused and you are able to accomplish your efficiently.

Task 2: Fill in the blanks by building sentences.

<p>Healthy Lifestyle</p> <p>Why it is important?</p> <p>Keep maintaining our health</p>	<p>Healthy lifestyle is (reason)</p> <p>.....</p>	<p>Linking words /phrases</p> <p>Listing /adding points</p> <p>Firstly Besides Furthermore In other words First of all Apart from that Moreover</p> <p>Cause / Reason</p> <p>as because because of due to so as a result cause lead to</p> <p>Modal Verbs</p> <p>Give suggestions</p> <p>could should ought to</p> <p>Ability</p> <p>will can</p>
<p>Balanced Diet</p> <p>How? Provides nutrients for our body</p> <p>Why it is important? Carbohydrates: Proteins: Vitamins:</p>	<p>A balanced diet</p> <p>It is important (linker) (reason 1)</p> <p>.....</p> <p>..... (linker) (reason 2)</p> <p>..... (linker) (reason 3)</p> <p>.....</p>	
<p>Exercise</p> <p>How? 3 times a week Cycling, jogging and playing badminton</p> <p>Why is it important?</p> <p>Improve heart health Stronger bones and muscles</p>	<p>..... we..... (linker) (to suggest)</p> <p>..... We can (to suggest activities)</p> <p>..... (activity 2) (linker)</p> <p>..... It is important because (activity 3)</p> <p>..... (reason 1) (linker) (reason 2)</p> <p>.....</p>	

<p>Sleep</p> <p>How ?</p> <p>Sleep at least 7 to 8 hours daily Go to bed at a regular time</p> <p>Why is it important?</p> <p>Avoid negative thoughts Improve mental health</p>	<p>..... we.....</p> <p>(linker) (to suggest)</p> <p>..... We,</p> <p>(to suggest)</p> <p>.....</p> <p>It is important (reason 1) (linker)</p> <p>..... (reason 2)</p>	<p>Linking words /phrases</p> <p>Listing /adding points</p> <p>Firstly Besides Furthermore In other words First of all Apart from that Moreover</p> <p>Cause / Reason</p> <p>as because because of due to so as a result cause lead to</p>
<p>Why we must practice a healthy life style?</p> <p>Avoid obesity and relief stress</p>		<p>Modal Verbs</p>
<p>Obesity</p> <p>Serious impact in our life</p> <p>Why is it important?</p> <p>Lack of confidence Difficulty in moving and breathing Diabetes, heart attacks</p>	<p>....., obesity (cause and effect)</p> <p>.....</p> <p>It is important because..... (reason 1)</p> <p>In addition, (linker) (reason 2)</p> <p>..... (linker) (reason 3)</p> <p>.....</p>	<p>Give suggestions</p> <p>could should ought to</p> <p>Ability</p> <p>will can</p>
<p>Reduce stress</p> <p>Improve your mood</p> <p>Why is it important?</p> <p>Live happily Accomplish task efficiently</p>	<p>Apart from that, a healthy lifestyle</p> <p>..... (elaboration)</p> <p>.....</p> <p>Last but not least, it is important because and</p> <p>..... (elaboration)</p>	
<p>Conclusion</p> <p>health is wealth</p>	<p>In conclusion, having a healthy lifestyle is essential to our health, as health is</p>	

Task 3: Familiarize with the format of an article.

Importance of a Healthy Lifestyle

By Nurshaz Ariana

(Introduction)

.....

.....

.....

(Body 1)

.....

.....

.....

(Body 2)

.....

.....

.....

(Body 3)

.....

.....

.....

(Conclusion)

.....

.....

.....

Task 4: Write your article in about 200 – 250 words.

Title : Importance of a healthy lifestyle

- What are some ways to live healthily?
- Why we must practice a healthy lifestyle?

[illegible]

PART 3: REPORT

A report is written as a formal account of an event or a situation. There are several types of reports.

- Report for a school magazine or newsletter
- Book report
- Report for a club, society or organisation
- Report to the principal, teacher advisor or manager

In this lesson, you will learn to write a report for a school magazine.

ONLINE SHOPPING



Nowadays,
there's a new
trend in
shopping.
What is it
called?

Why are
consumers
opting
for online
shopping?

What kind
of items
can be
purchased
online?

How do
you make a
purchase on
the internet?
eg. How to
order/ pay/
collect the
product?

What are the
risks of online
shopping?
Name some
precautions a
consumer
should take.

Before you start writing, you may scan these QR Codes to get some ideas about Online Shopping.

			
YouTube Video: Online Shopping Lesson Video from Form 4 Full Blast Unit 3	Infographic Video: Online Shopping: The New Lifestyle and Trend	Sample of an Online Shopping Essay	An online article and survey report about Who Are Malaysia's Online Shoppers?

Essay Question:

Online shopping refers to the way of buying things online.
You have been asked to write a report for your school magazine about online shopping.

Online Shopping

- What is online shopping?
- Pros (advantages) and cons (disadvantages) of online shopping.
- What do you usually buy?

Your report will be published in the school magazine.

Write your report in at least **200 – 250 words** in an appropriate style.

Task 1: Complete the following exercises.

Useful Vocabulary.

(i) Match the words given with their meanings.

	WORD	MEANING
1	buy / purchase	activities to advertise something
2	easy	near or easy to get to, easy to do or easy to use
3	convenient	24 hours a day, seven days a week; all the time
4	variety	the act of taking goods or parcels to people's houses or offices
5	promotions	to get something by paying money for it
6	24/7	things for sale or the things that you own
7	damaged	needing a little effort; not difficult
8	scammer	different types of something
9	goods	someone who makes money using illegal method
10	delivery	spoiled or ruined

(ii) Now, fill in the blanks using all the words that you have learnt from Exercise (i).

- The supermarket is having some _____ and they were giving away free bags of rice.
- The museum displays a _____ of bird species living near the mangrove forest.
- Gillian sells leather _____ such as wallets, purses and bags.
- The _____ fee is RM15 for postages to Sabah, Sarawak and Labuan.
- Surprisingly, the Mathematics test is _____. I thought it was going to be difficult.
- Be careful when you are surfing online and don't be tricked by any _____.


- 7 They are selling off _____ goods at reduced prices as some of them are almost expired.
- 8 That cybercafé is open _____ and offers fast internet access.
- 9 Last year, she had saved enough money to _____ a small car.
- 10 Riding a bicycle is a very _____ way of getting around this small town.

Task 2: Draw a mind-map and elaborate ideas.

In the box below, draw a mind-map of online shopping and think of ideas to elaborate your points.

- *What is online shopping?*
- *Which online shopping site do you use?*
- *How often do you buy things over the internet?*
- *What do you buy?*
- *What are the steps to buy things online?*
- *Do you compare the prices/varieties/brand etc.?*
- *What are the pros (advantages) and cons (disadvantages) of online shopping?*
- *How do we shop safely online?*

Draw your mind-map



Task 3: Learn the different formats of report writing.

- Report for a school magazine or newsletter
- Book report

<u>Title</u>
Introduction
Point 1
Point 2
Point 3
Conclusion
Reported by, Name (in CAPITAL LETTER) Designation / Position School/Organisation

- Report for a club, a society or an organisation
- Report to the principal, teacher advisor or manager

To:
From:
Date:
Title:
Introduction
Subheading Point 1
Subheading Point 2
Subheading Point 3
Subheading Conclusion

Before you write, you may include these points in your report.

<p>Paragraph 1: Introduction:</p> <ul style="list-style-type: none"> • The reasons/aims you are writing this report. • What is online shopping? online shopping – buying / purchasing – website • Which online shopping site do you use? 	<p>Suggested phrases:</p> <p>The aim/purpose of this report is to present/recommend...</p> <p>This report aims to...</p> <p>Linkers:</p> <p>and/or/because</p> <p>Cohesive devices:</p> <p>moreover/furthermore/ however/besides/though</p> <p>*don't repeat the same cohesive devices.</p>
<p>Paragraph 2: (Point 1)</p> <ul style="list-style-type: none"> • How often do you buy things over the internet? • What do you buy? <p>Use formal language to expand on your ideas based on the key ideas stated in the task, supporting them with experiences and examples.</p>	<p>Suggested phrases:</p> <p>Firstly, I always / often / frequently buy things online because...</p> <p>The first thing I would buy is...</p> <p>This is a good choice because...</p> <p>The main reason is...</p> <p>Another important reason is because...</p>
<p>Paragraph 3: (Point 2)</p> <ul style="list-style-type: none"> • What are the steps to buy things online? • Do you compare the prices/varieties/brands etc.? 	<p>Suggested phrases:</p> <p>Next,</p> <p>Here are the steps taken to</p>

<ul style="list-style-type: none"> ● How do you do this? <p>Discuss the points or options. Evaluate them and make suggestions.</p>	<p>It is important to make comparisons because</p> <p>We can compare the prices/varieties/brands by</p>
<p>Paragraph 4: (Point 3)</p> <ul style="list-style-type: none"> ● What are the pros (advantages) and cons (disadvantages) of online shopping? ● How do we shop safely online? <p>Discuss the pros and cons of online shopping.</p>	<p>Suggested phrases:</p> <p>There are pros and cons of online shopping.</p> <p>An advantage would be...</p> <p>Alternatively, ...</p> <p>However, ...</p> <p>Online shopping has several disadvantages...</p> <p>However, there may be some reservations about...</p> <p>However, there may be some problems when we...</p> <p>The steps to shop safely are...</p>
<p>Paragraph 5: (Ending)</p> <ul style="list-style-type: none"> ● Write a conclusion / summarise your points <p>Bring the report to an end by summing up.</p> <p>Give your recommendation(s) or make suggestion(s) about what you think should be done.</p> <p>Check if you have answered and included all the points.</p>	<p>Suggested phrases:</p> <p>Finally, when we shop online, we should...</p> <p>To sum up, the main recommendations are...</p> <p>As can be seen from this report, ...</p> <p>For these reasons, I feel that online shopping is...</p>

Task 4: Write your report using this template.

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and extend across the width of the page. There are no margins, text, or other markings on the paper.

Reported by,

.....

PART 3: STORIES

Theme: Consumerism and Financial Awareness

Your English teacher asked you to write a story for the English Language Society newsletter. The story must have the title:

Something I really wanted to buy

Your **story** should include:

- Give reasons why you wanted the item
- What were the things you had to do to buy the item?

Write your story in **200-250 words**.

Task 1: Watch the video below and complete the following exercise.

- Pupils watch a video about a guy who won one million dollar and bought everything that he never dreamt of having.
- Youtube link: https://youtu.be/jnep9oCly_E



LAST TO TAKE HAND OFF \$1MILLION WINS!

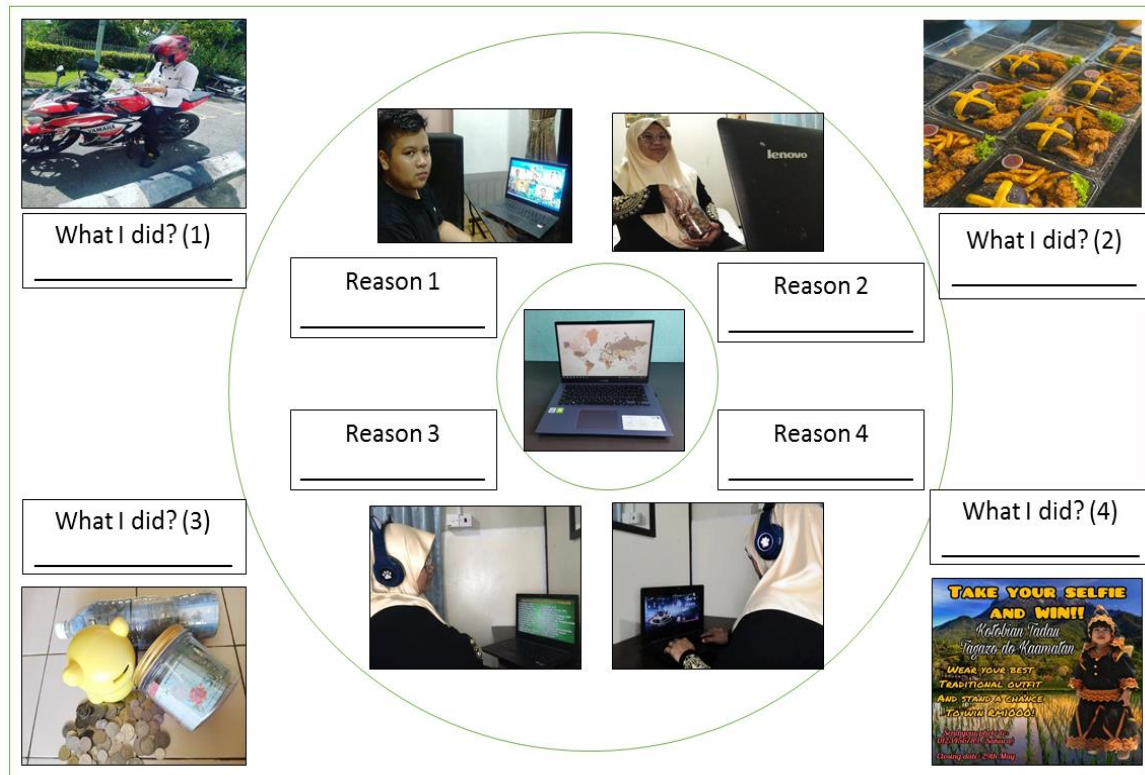
Mr Beast is a Youtuber from the USA who likes to give away money to people who completed a challenge or a task that he created. For this episode, he was giving away \$1,000,000.00 to the last person that takes his hand off the \$1million money box.

In the video, you will get to see how the winner spend his winning in 24 hours.

Task 2: Vocabulary Building





Look at the pictures, read the questions and complete the circle map with suitable answers.

- Give reasons why you wanted the item
- What were the things you had to do to buy the item?







watched movie	joined a contest	studied online	sold burgers
played games	became a runner	saved money	listened to music

Task 3: Complete the table based on the answers in Task 2.

Paragraphs	Points
<p><u>Paragraph 1 (Introduction)</u></p> 	<ol style="list-style-type: none"> 1. What have you wanted to buy? 2. When did you buy it?
<p><u>Paragraph 2</u></p> 	<p><u>The reasons why I wanted the item.</u></p> <ol style="list-style-type: none"> 1. Studied online 2. movies 3. to music 4. games
<p><u>Paragraph 3</u></p> 	<p><u>What I did to buy the item.</u></p> <ol style="list-style-type: none"> 1. I became a runner. 2. I burgers. 3. I up some money. 4. I a contest.
<p><u>Paragraph 4 (Conclusion)</u></p> 	<ol style="list-style-type: none"> 1. How do you feel when you bought a laptop for yourself? 2. Do you have any advice to share?

Task 4: Fill in the blanks with suitable answers

	<p><u>Paragraph 1 (Introduction)</u></p> <p>I have always wanted to buy a (laptop/television). (Last/Next) year, I bought a laptop as a present for myself on my birthday.</p> <p>Footnote: Teacher introduces Simple Past Tense to students.</p>
	<p><u>Paragraph 2: The reasons</u></p> <p>The reasons why I wanted to buy a laptop were to study (sing/study) the SPM subjects online, to (look/watch) movies, to (listen/hear) to music and to (play/make) video games.</p> <p>Footnote: Teacher explains the correct use of the words in the bracket.</p>
	<p><u>Paragraph 3: What I did to buy the item?</u></p> <p>I did a few things to get enough money to buy my laptop. I (work) part time as a runner and (sell) burgers. I also (save) up some money and (join) a contest.</p> <p>Footnote: Teacher introduces Simple Past Tense to students.</p>
	<p><u>Paragraph 4 : Conclusion</u></p> <p>I (be) so proud of myself that I(can) buy a laptop with my own money. If you need to (buy) something you really (want), you should (find) a way to (get) it.</p> <p>Footnote: Teacher introduces Modal Verbs to students.</p>

Answers

Part 1: E-mail (Racket Sports)

Task 1: Format and Technical Aspects

1. Receiver's e-mail address
2. Title/Topic
3. Receiver's name
4. Reply/Response
5. Sender's name

Task 2: Content Identification

1. I have been practising with my best friend, Sam.
2. We can play at the local badminton court near Jalan Segama.
3. I need to bring my own badminton racket.
4. There are three paragraphs in this e-mail.
5. The e-mail is about playing badminton.

Task 3: Connectors and Discourse Markers

To: samantha123@gmail.com
Subject: Same sport as you!
<p>Hello Samantha,</p> <p>I hope you are well with your family. If you want my opinion, I will say tennis is fun <u>and</u> it is the best sport in the world!</p> <p><u>First and foremost</u>, it is similar to badminton. <u>But</u>, it is not that difficult. The game <u>also</u> need racket to play.</p> <p><u>Besides that</u>, the only difference is that the racket is heavier. <u>In addition</u>, you will need to use tennis ball instead of shuttlecock.</p> <p><u>Then</u>, you need to play in a tennis court <u>since</u> it can be dangerous to play it outside. I hope this sharing can make you to be more interested to try tennis. Hope to hear from you soon. Bye.</p> <p style="text-align: right;"><i>Karen</i></p>

Task 4: E-mail Writing

To: alex93@gmail.com
Subject: I am joining a table tennis club!
<p>Hello Alex,</p>

I hope you are fine with your family. I really support your decision and I am sure you will find that table tennis is a very interesting and challenging sport! Table tennis requires you to react really quickly since it is played in a limited area.

Table tennis is also a type of racket sport. Since you previously joined badminton club in your school, I am sure it will not be a challenge for you. You can play it single and even double with your friends.

In addition, the skills involved in the game are also not that different. You will learn how to do a service, return, hit and smash. Don't you think that it's quite familiar?

On the other hand, the equipment needed are very different. The racket for table tennis is smaller and the ball is spherical unlike what you used in the badminton game. In addition, you will play it on a special table with a small net in the middle.

I hope this sharing can motivate you more to join the table tennis club. Don't forget to write me back about your experience after trying it. Hope to hear from you soon. Bye.

Jason

Part 2: Essay (My Pet)

Task 1: Vocabulary Build-Up

PETS VOCABULARY MULTIPLE CHOICE TEST

- | | | | | | | | |
|---|---|---|---|----|---|----|---|
| 1 | A | 5 | C | 9 | C | 13 | B |
| 2 | D | 6 | A | 10 | B | 14 | C |
| 3 | C | 7 | B | 11 | D | 15 | D |
| 4 | B | 8 | A | 12 | C | 16 | A |

PETS CROSSWORD PUZZLE

1. dog
2. parrot
3. hamster
4. snake
5. goldfish
6. rabbit
7. tortoise
8. cat
9. iguana
10. frog

MY PET

This is Scotty. It is a dog. It is furry and brown. It has short legs and a tail. It also has two long ears. It barks very loud.

I am a little monkey. I have two arms and two legs. I also have a tail. I can jump from tree to tree. I love bananas.

Hi! My name is Canario. I am yellow. I have two short legs and two wings. I can fly and I like singing.

He is Garfield. He is a cat. He is grey with black spots. He has whiskers and short ears. He likes fish.

I am Happy. I am a little rabbit. I have two long ears and a small nose. I can jump but I can't fly.

Task 2: Create Ideas

Suggested Answer

INTRODUCTION	The fast pace of life makes people feel stress. Consequently, we should do something that can relax us. For instance, we can try keeping pets. Keeping pets can bring us a number of benefits. Therefore, today I would like to share with you the benefits of keeping pets.	
WHAT? • What pet do you have? HOW DOES IT LOOK LIKE? • Size • Colour • Character • What can it do?	I have always wanted a cat as my pet. On my birthday, my mother bought a Persian cat as my birthday present. It was the most adorable cat with white fluffy fur. It has a short tail. I named her Fluffy. Fluffy is a very happy cat. It always welcomes me every time I come back from school. Fluffy likes to sleep but sometimes it will jump and run around the house.	Short / long tail, fluffy, white, grey, black spots, whiskers, Fly, swim, roll over, jump, barks

<p>WHY DID YOU CHOOSE THIS PET? / BENEFITS (2 reasons)</p> <ul style="list-style-type: none"> • As friend / companion • Reduce my stress • Occupy my free time 	<p>The first benefit of having pet is they can be considered as a friend or companion to us. We will never feel alone whenever they are around us. Some people talk to their pet.</p> <p>Furthermore, having a pet can reduce our stress. Playing with our cat can release all the right chemicals in the brain. There is also evidence that a cat's purr can help lower blood pressure and relax the nervous system.</p>	<p>and, also, even, again, moreover, further, furthermore, similarly, in addition, as well as</p>
<p>HOW TO TAKE CARE OF THE PET?</p> <ul style="list-style-type: none"> • Veterinary • Food • Vitamins • Hygiene • Cage 	<p>Taking care of pets is a difficult and time-consuming job and must be done with dedication and love. We must know how to take care of them. Firstly, we can bring them to the veterinary for vaccines and treatments.</p> <p>Secondly, we must give them the proper food and vitamins to make them to live healthier.</p>	<p>firstly, secondly, thirdly, next, then, following, now, at this point, after, after this,</p>

Task 3: Giving Opinions and Making Conclusions

CONCLUSION	<p>In conclusion, having pets is truly a blessing. People of all ages can benefit from the experience of just being around their pets. I am very happy to have Fluffy as my pet.</p>	<p>in brief, on the whole, in sum, to sum up, thus</p>
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Part 3: Article (Healthy Lifestyle)

Task 1: Vocabulary Exercises

Balanced Diet

Carbohydrate – energy

Protein – Growth

Vitamins – Protection

1. Carbohydrate
2. Proteins
3. Vitamins

Exercise Regularly

Cycling

Swimming

Playing badminton

Strong bones and muscle

Strengthen our hearts

1. exercise
2. cycling, swimming, playing badminton (accept any suitable answer)
3. bones
4. heart, body

Sleep

Mental

Sleep

Immune System

1. Sleep
2. Bed
3. Immune system
4. Mental

Obesity

1. Moving
2. Heart attack
3. Confidence

1. Obesity
2. Weight
3. Heart attack
4. Confidence

Reducing Stress

Accomplish task

Hypertension

1. Stress
2. Hypertension
3. Tas

Suggested Answer for Task 2, 3 and 4:

<p>Healthy Lifestyle</p> <p>Why is it important?</p> <p>Keep maintaining our health</p>	<p>Healthy lifestyle is important to maintain our health</p>	<p>Linking words /phrases</p> <p>Listing /adding points</p>
<p>Balanced Diet</p> <p>How?</p> <p>Provides nutrients for our body</p> <p>Why it is important?</p> <p>Carbohydrates:</p> <p>Proteins:</p> <p>Vitamins:</p>	<p>A balanced diet will provide nutrients for our body. It is important because protein is required for growth and repair our body, carbohydrates provide our body with energy and vitamins and minerals protect our body from various diseases.</p>	<p>Firstly</p> <p>Besides</p> <p>Furthermore</p> <p>In other words</p> <p>First of all</p> <p>Apart from that</p> <p>Moreover</p> <p>Cause/reason</p> <p>As</p> <p>Because</p> <p>Because of</p> <p>Due to</p> <p>So</p> <p>As a result</p> <p>Cause</p> <p>Lead to</p> <p>Modal Verbs</p> <p>Give suggestions</p> <p>Could</p> <p>Should</p> <p>Ought to</p> <p>Ability</p> <p>Will</p> <p>can</p>
<p>Exercise</p> <p>How?</p> <p>3 times a week</p> <p>Cycling, jogging and playing badminton</p> <p>Why is it important?</p> <p>Improve heart health</p> <p>Stronger bones and muscles</p>	<p>In addition, we should exercise 3 times a week. We can do several activities such as cycling, jogging and playing badminton. It is important because exercise can improve our heart health and strengthen our bones and muscle.</p>	

<p>Sleep</p> <p>How?</p> <p>Sleep at least 7 to 8 hours daily Go to bed at a regular time</p> <p>Why is it important?</p> <p>Avoid negative thoughts Improve mental health</p>	<p>Moreover, we have to sleep at least 7 to 8 hours per day.</p> <p>We should go to bed at a regular time. It is important to avoid negative thoughts and improve our mental</p>	<p>Linking words /phrases</p> <p>Listing /adding points</p> <p>Firstly Besides Furthermore In other words First of all Apart from that Moreover</p> <p>Cause/reason</p> <p>As Because Because of Due to So As a result Cause Lead to</p>
<p>Why we must practice a healthy life style?</p> <p>Avoid obesity and relief stress</p>	<p>It is important for us to practice healthy lifestyle as we can avoid obesity and relief our stress.</p>	<p>Modal Verbs</p> <p>Give suggestions</p> <p>Could Should Ought to</p>
<p>Obesity</p> <p>Serious impact in our life</p> <p>Why is it important?</p> <p>Lack of confidence Difficulty in moving and breathing Diabetes, heart attacks</p>	<p>In addition, obesity can have a serious impact in our life. Excess weight can cause difficulty in moving and breathing. It is important because obesity can affect your mental health, including lack of confidence and issues with body image. It also can increase the risk of diabetes and heart attack</p>	<p>Ability</p> <p>Will can</p>
<p>Reduce stress</p> <p>Improve your mood</p> <p>Why is it important?</p> <p>Live happily Accomplish task efficiently</p>	<p>Apart from that, a healthy lifestyle is proven to reduce stress. Last but not least, reducing stress improves sleep, lessen anxiety and hypertension and living in a less stressful environment helps you to stay focused and you are able to accomplish your task efficiently.</p>	
<p>Conclusion</p> <p>health is wealth</p>	<p>In conclusion, having a healthy lifestyle is essential to our health as health is wealth</p>	

Part 3: Report (Online Shopping)

Task 1: Useful Vocabulary

Suggested Answers:

Task 1 (i)	Task 2 (ii)
<ol style="list-style-type: none">1. to get something by paying money for it2. needing a little effort; not difficult3. near or easy to get to, easy to do or easy to use4. different types of something5. activities to advertise something6. 24 hours a day, seven days a week; all the time7. spoiled or ruined8. someone who makes money using illegal method9. things for sale or the things that you own10. the act of taking goods or parcels to people's houses or offices	<ol style="list-style-type: none">1. promotions2. variety3. goods4. delivery5. easy6. scammer7. damaged8. 24/79. buy10. convenient

Suggested answer for Task 4: Report Writing

Online Shopping

This report aims to inform readers about online shopping, its advantages and disadvantages. Online shopping is the act of buying things on a website. People usually go online shopping on websites like Shopee or Lazada. They can shop anytime and anywhere as virtual stores are open 24/7.

People usually buy a variety of things like clothes, shoes, gadgets or order take-away food when they do online shopping. They regularly do online shopping as it is easy and convenient. They do not need to go out of their homes as they can purchase things directly from their mobile phones or laptops at a click of a button. The main reason people shop online particularly during festive seasons is to avoid long lines at the shopping complexes or supermarkets.

Here are some steps you can take if you want to buy things online. First, go to the website that sells the things you want to buy. Next, type the item that you want in the search bar. You can compare the prices or brands. You can make comparisons of the items by reading reviews from past buyers. After you have decided on your item, add the item into your shopping cart and finally make a payment using your debit or credit card. Your items will be sent to you promptly by a delivery service.

However, there are some advantages and disadvantages of online shopping. Apart from the convenience of being able to shop 24/7, you can get a cheaper price as the seller usually offers special promotions. You can also find and buy products from all over the world if it is not available in Malaysia. On the other hand, online shoppers sometimes face scammers if they are not careful. Many shoppers are unaware of hacker attacks or phishing scams. Sometimes, the goods that you have ordered may arrive late or damaged.

Finally, it is important to note that although online shopping is convenient and cheap, there are some security risks that some online shoppers may face. Online shoppers need to always be wise internet users when they purchase things online.

Reported by,
Amirul Asyraff
(AMIRUL ASYRAFF)
President of Commerce Club
SMK Taman Perumahan Bedaun

Part 3: Story.

Task 1: Watch the video.

Task 2: Vocabulary Building

Reason 1	studied online
Reason 2	watched movies
Reason 3	listened to music
Reason 4	played games
What I did? (1)	became a runner
What I did? (1)	sold burgers
What I did? (1)	saved money
What I did? (1)	joined a contest

Task 3: Complete the table based on the answers in task 2.

Paragraph 1	1. A laptop 2. On my birthday.
Paragraph 2	1. to study 2. to watch 3. to listen 4. to play
Paragraph 3	1. became 2. sold 3. saved 4. joined
Paragraph 4	1. Proud 2. If you need to buy something you really want, you should find a way to get it.

Task 4: Fill in the blanks.

Paragraph 1	1. laptop 2. last
Paragraph 2	1. watch 2. listen 3. play
Paragraph 3	1. worked 2. sold 3. saved 4. joined
Paragraph 4	1. am 2. could 3. buy 4. want 5. find 6. get

Suggested answer:

Something I really wanted to buy

I have always wanted to buy a laptop. Last year I bought a laptop as a present for myself on my birthday.

The reasons why I wanted to buy a laptop were to study the SPM subjects online, watch movies, listen to music and play video games.

I did a few things to get enough money to buy my laptop. I worked part time as a runner and sold burgers. I also saved up some money and joined a contest.

I am so proud of myself that I could buy a laptop with my own money. If you need to buy something you really want, you should find a way to get it.

(119 words)

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**“Nothing is
IMPOSSIBLE.**

**The word itself says
‘I’M POSSIBLE!’”**