

**6** The paragraph below suggests a solution to the Task 2 question. Complete each gap with one of phrases a–f below.

- |                                               |                        |
|-----------------------------------------------|------------------------|
| <b>a</b> A further step is to                 | <b>d</b> As a result   |
| <b>b</b> for example                          | <b>e</b> By doing this |
| <b>c</b> I think the most obvious solution is | <b>f</b> For instance  |

1 \_\_\_\_\_ for employers to encourage workers to relax.  
 2 \_\_\_\_\_, in some companies, gym facilities or massage therapies are available. 3 \_\_\_\_\_, this improves their efficiency and production. 4 \_\_\_\_\_ train employees in how to plan their time more effectively, 5 \_\_\_\_\_, by stopping people taking work home. 6 \_\_\_\_\_, the workplace will become a lot happier.

## Technique

Identify the type of question in the Task. For cause/solution question types, include both and give reasons and examples. Organize each idea into an appropriate paragraph structure using linking words.

**7** Read the examples from exercises 5 and 6. Then rewrite the sentences in a–f.

### Examples

Employers should encourage *workers to relax*.

*I think the most obvious solution is* for employers to encourage *workers to relax*.

*Employees* could be trained *how to plan their time more effectively*.

*A further step* is to train employees *how to plan their time more effectively*.

## Technique

Use different ways to express solutions to add variety to your answer.

Use *should* for strong suggestions; *could* and *might* are used for possible suggestions. Other phrases you can use are: *Another/further + solution/step/possibility/measure/approach/way is to ...* Conditional sentences are also useful to talk about problems and solutions.

**a** I think the most obvious solution is to encourage people to exercise more.

People should \_\_\_\_\_

**b** The answer is to reduce the number of working hours.

The number of working hours \_\_\_\_\_

**c** The government could provide each employee with their own computer.

One possibility is \_\_\_\_\_

**d** One option is to persuade parents to spend more time with their children.

Parents could \_\_\_\_\_

**e** A good idea is to restrict the number of cars coming into cities.

The number of cars coming into cities \_\_\_\_\_

**f** The government should build more skyscrapers to solve the problem.

If the government \_\_\_\_\_

**8** Which problems of modern life in the box do the sentences in exercise 7 refer to?

overcrowding ■ traffic congestion ■ obesity ■ lack of discipline ■ stress ■ lack of technology

**9** Use the following phrases to add results to the solutions above. Use your own ideas and words.

### Example

**a** I think the most obvious solution is to encourage people to exercise more.

*By doing this, they would lose weight and would feel better generally.*

As a result, ■ This would enable/help them to ■ This would lead to  
 This means that they would ■ By doing this, ■ Consequently,

# Unit 1

## Using linking devices

- 1 Linking devices mark the functions of other sentences and phrases, such as solutions, results and examples. Match each linking device with the correct function.

addition \_\_\_\_\_ example \_\_\_\_\_ reason \_\_\_\_\_  
condition \_\_\_\_\_ purpose \_\_\_\_\_ result \_\_\_\_\_

and ■ consequently, ■ and so ■ since ■ for instance, ■ because ■ in order to  
therefore, ■ if ■ furthermore, ■ as a result, ■ for example,

## Using trigger words

- 1 Read the paragraph from a Task 2 essay on overcrowded cities and find the linking devices which match these functions.

Reason ■ Result ■ Example ■ Solution

Many cities in the world have now become very overcrowded because people are migrating in from the countryside in search of work. As a result, facilities like water supplies and public transport cannot cope with the demands from increased numbers of people and so they are under severe strain. The obvious answer is to encourage the creation of jobs outside the cities. For example, we could encourage certain businesses to set up branches in rural areas.

- 2 Linking devices can be used to trigger ideas because they mark functions. Use the trigger words below to develop the ideas given.

A *If people migrate to cities, they become* \_\_\_\_\_.

And so \_\_\_\_\_.

And as a result \_\_\_\_\_.

A good idea would be to \_\_\_\_\_.

By doing this, \_\_\_\_\_.

B *People spend too much time watching TV.*

For example, \_\_\_\_\_.

Consequently, \_\_\_\_\_.

If \_\_\_\_\_, then \_\_\_\_\_.

This could lead to \_\_\_\_\_.

C *The development of tourism often creates negative feeling among local people because* \_\_\_\_\_.

For example, \_\_\_\_\_.

The obvious answer is to \_\_\_\_\_.

Furthermore, \_\_\_\_\_.



## Technique

Use linking devices to trigger your own ideas and to organize them. Also use them to guide the reader through your writing. When you are planning a Task 2 answer, write down some trigger words to help you develop your basic idea.