

LINKING WORDS / PHRASES

A. Write the following linkers in the correct columns:

Firstly, such as like In contrast, It is partly true that... but... In the first place, Thus, That's why First of all, Secondly, Finally, In conclusion, So,	Therefore, In addition, Despite I strongly believe I feel Even though What is more, For this reason, In my view, As well as that, Moreover, On the one hand,... On the other hand,...	In spite of Furthermore, Similarly, As far as I am concerned, For instance, Whereas Nevertheless, For example, Then, Although Equally important
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Giving Examples	Providing Extra Information	Staging	Expressing Opinion	Introducing Contrast or Comparison	Giving Reasons

B. Complete the following paragraphs with the linking words from the box:

secondly moreover finally firstly

The people present raised a number of objections to the plan for the club's yearly programme proposed by the committee. (1) _____, they felt that the proposed programme did not contain enough to attract new members.

(2) _____ they considered that there were not enough meetings geared towards younger members. (3) _____ several people made the point that the events suggested were not varied enough. (4) _____ it was suggested that some new young members be co-opted onto the committee and a new programme be proposed as soon as possible.

so that however consequently although

Having been employed as an accountant for five years in a small printing company, I have gained considerable experience and (5) _____. I very much enjoy my work, I would now like to work for larger organisation. (6) _____ I can take on a role with more responsibility, I would like to apply for the job of management accountant that you are advertising on your website. I have taken eight of the Institute of Accountants' exams and have received very good grades (see attached CV). (7) _____. I still have another six exams to take before I can become a member of the Institute of Accountants. (8) _____, it is very important to me that I am able to continue my programme of studies in my new job.

C. Complete the following essay with the correct linker:

**IN CONSEQUENCE - FURTHERMORE - ALSO - THUS - LIKE - THEREFORE - SECONDLY - FOR INSTANCE
- EQUALLY IMPORTANT - IN ADDITION - FIRSTLY - HOWEVER**

It is true that many students struggle to produce high-quality essays. _____, I do not agree that there is little you can do to improve your essays or to make the task less difficult.

_____, let us examine what an essay needs in order to be considered 'good'. To begin with, a good essay must answer the question fully. _____ it must address each of the points raised in the essay title. _____, it must present these points in an organized and logical way. A good writer will, _____, avoid using the same words or phrases. This can be easily achieved by using techniques _____ paraphrasing. _____, you can use synonyms of words rather than repeating the same ones. _____, all of the ideas presented in your essay must be relevant and supported by examples.

_____, let us consider what students can do in order to improve their essay-writing skills. Clearly, a good knowledge of the language is required to be able to write an essay that has few errors and communicates well. _____, writing a good essay requires more than good language skills _____. people often find it difficult to write essays even in their own language.

As with any skill, the best way to learn is from our mistakes. To learn how to ride a bike you need to get on one and fall off a few times. _____, students can improve their essay writing through making and correcting mistakes and through constant practice.



D. 1. Read the essay title and the notes. What information should the essay include?

In your English class, you have been talking about the importance of respecting other people's opinions. Your English teacher has asked you to write an essay.

Write your essay using all the notes and giving reasons for your point of view.

Different opinions can sometimes cause problems. What do you think?

Notes

Write about:

- 1 with friends
- 2 at school
- 3 (your own idea)

D. 2. Read the following essay. Does it include all the notes from the instructions? What other idea did the writer include?

D. 3. Complete the essay with the correct linking word.

**HOWEVER - IN THAT CASE - IN THE FIRST PLACE - STRONGLY BELIEVE - ON THE OTHER HAND - WITH
REFERENCE - SECONDLY NEVERTHELESS - THEN - FINALLY - ON THE ONE HAND - FOR INSTANCE - TO
SUM UP**

Every day, we come across people we disagree with or who see things in a different way. _____, some people gladly accept others' opinions. _____, for some people, it may be annoying to find someone who sees things differently. _____, not everyone can think like we do.

_____, _____ to friends, it's nice if you agree on basic issues so that trust is built up. _____, you may sometimes disagree. Whatever the problem, whether it is about your attitude or your bad habits, it is a good idea to talk things through in person.

_____, at school, teachers and students often clash because they see the learning process from different angles. I _____ their goal is essentially the same. If they share their viewpoints and listen to each other, _____ the outcome will be positive.

_____, family life can sometimes be tricky. _____, your parents might not like the way you dress. _____, it is best to work it out together and achieve a compromise. Sometimes, they may even be right.

_____, differences of opinion can be useful. They make us think more clearly about what we really believe and can also make us more open-minded.

