

Grade 11

“A letter to the editor”

Name, surname and class

Task 1. Work with the model

The underlined phrases (1-8) are in the wrong register. Replace them with their correct formal equivalents. (A-H)

Dear Sir/Madam,

1) I thought I'd drop you a line about the article about job fairs becoming obsolete that was recently published in your science magazine. **2)** I think you're wrong about the points that were raised in it.

Firstly, job fairs offer candidates a chance to meet potential employers face-to-face. These interactions allow employers to assess the candidates' personalities as well as experience and job skills. **3)** So you see, it's easier to get a job interview.

4) Now, while we're on the subject of job fairs, the candidates' CVs are promptly assessed by potential employers at a fair. This means there is an immediate response which does not occur when you apply for a job online. Therefore, candidates are able to improve their CVs based on employers' feedback.

Lastly, job fairs are a good opportunity for candidates to build their self-confidence. For instance, interacting with managers in the informal setting of the fair helps them to become more comfortable with this type of communication. **5)** So they'll feel more chilled out at the actual interview and make a good impression.

6) In the end, it's obvious to me that job fairs are great as they allow candidates to meet potential employers, receive feedback on their CVs and build their confidence all in one setting. **7)** Can't wait to see what everyone else thinks about it.

8) Thanks a million,

Mary Harper

- A As a result, candidates increase their chances of getting
- B I look forward to reading others' opinions on this issue.
- C To sum up, I feel that job fairs are extremely productive
- D Consequently, candidates will feel more at ease
- E Yours faithfully,
- F I am writing with regard to
- G Secondly, in the case of job fairs,
- H I strongly disagree with