

Sentence Expansion Notes

Build Better Sentences for Your Email and Essay Writing (B1 Level)

Why is it important?

- ✓ Gives more details
- ✓ Makes your ideas clearer
- ✓ Shows better grammar
- ✓ Helps you write better emails and essays for SPM

1 Start with a Kernel Sentence

- A **kernel sentence** is a short, basic sentence with the main idea.
- We expand it by adding relevant details.

Example of a kernel sentence:

Students should manage their time.

2 Use the 5W1H Formula

Add relevant details to your main idea. You do not need to use all six questions. Choose the relevant ones.

Who?
(people)

What?
(action / event)

When?
(time)

Where?
(place)

Why?
(reason / purpose)

How?
(method / way)

3 Use Expansion Techniques

You can add more information by:

- Giving a reason**
(e.g. because, since, as)
- Explaining the effect**
(e.g. so, therefore, as a result)
- Giving an example**
(e.g. for example, such as)
- Adding details using 5W1H**
(e.g. people, time, place, method)

Example

Kernel sentence: Students should manage their time.

Answer the 5W1H questions with relevant details. (Not all questions are necessary.)

Who?

Students

What?

manage their time

When?

every evening

Where?

(not suitable)

-

Why?

helps them complete their tasks on time

How?

by making a timetable

Expanded sentence:

Students should manage their time every evening by making a timetable because this helps them complete their tasks on time.

4 Add Useful Connectors

Use linking words to join your ideas and make your sentence smoother.

Reason - because, since, as, due to

Result / Effect - so, therefore, as a result, that's why

Example - for example, for instance, such as

Addition - and, also, in addition, moreover

Contrast - but, however, although, while

Purpose - in order to, so that, to

5 Three Levels of Expansion

1 Basic sentence
(main idea only)

Students should manage their time.

2 Add a reason
(more information)

Students should manage their time because it helps them complete their tasks on time.

3 Add further details
(developed idea)

Students should manage their time every evening by making a timetable because this helps them complete their tasks on time.

6 Tips for B1 Writing

- ✓ Add relevant details. Do not add unnecessary information.
- ✓ Use correct grammar and spelling.
- ✓ Use linking words to connect ideas.
- ✓ Keep your sentences clear and natural.
- ✓ Include examples when possible.
- ✓ Vary your sentence structures.
- ✓ Use the expanded sentences in your email and essay writing.

Develop your ideas step by step!



How to Expand a Sentence (Step-by-Step)

- 1** Read the kernel sentence.
- 2** Think about the 5W1H questions. Choose the relevant ones.
- 3** Add a reason, example or effect using suitable linking words.
- 4** Check your grammar, punctuation and spelling.
- 5** Write your final expanded sentence.

Sentence Expansion Notes

Build Better Sentences for Your Email and Essay Writing

Small details
make a big
difference!



Key Notes

- 1 **Sentence expansion** means adding relevant details to a kernel sentence to make it clearer, more specific and more meaningful.
- 2 You can use the **5W1H technique**, **reasons**, **examples**, **effects** and **linking words** to expand your ideas.
- 3 At **B1 level**, focus on adding useful details (not just more words) and keep your sentences grammatically correct and easy to understand.
- 4 Use sentence expansion in both email writing (e.g. making suggestions, giving advice) and essay writing (e.g. explaining, giving examples).

The 5W1H Expansion Formula

Ask yourself these questions and add the details that are relevant to your main idea.



Who?

Who is involved?



What?

What happened or what should happen?



When?

When does it happen?



Where?

Where does it happen?



Why?

Why is it important?



How?

How does it happen?

You do not need to answer all six questions.
Choose the details that are suitable for your purpose.

Useful Linking Words

To add a reason

- because
- since
- as

To show an effect

- so
- therefore
- as a result

To give an example

- for example
- for instance
- such as

To add more details

- in addition
- additionally
- moreover

Example

Kernel sentence:

Students should manage their time.

5W1H Breakdown

Who	students
What	manage their time
When	every evening
Where	(not suitable)
Why	helps them complete their tasks on time
How	by making a timetable

Expanded sentence:

Students should manage their time every evening by making a timetable because this helps them complete their tasks on time.

Your Turn!



Expand each kernel sentence using the **5W1H technique** or other expansion techniques.
Write your answer in the two lines provided.

- 1 Students should manage their time.
Students should manage their time every evening by making a timetable because this helps them complete their tasks on time.
- 2 Teenagers should help their parents.

- 3 Schools should organise more activities.

- 5 People should protect the environment.

- 6 Teenagers should be more independent.

- 7 Teachers should use more technology in class.

- 8 Friends should be kind to one another.

- 9 Parents should spend more time with their children.

- 10 The government should support small businesses.

- 11 We should recycle as much as possible.

- 12 Students should join co-curricular activities.

- 13 People should eat healthy food.

- 14 We should be careful when using social media.

- 15 Students should take part in community service.

- 16 We should respect our elders.

- 17 Companies should reduce plastic packaging.

- 18 Students should learn from their mistakes.

- 19 People should be more tolerant of others.

- 20 Music should be part of our daily lives.

➤ Better sentences → Clearer ideas → Stronger writing → SPM success! ➤

