

Descriptive Essay

Paper 1 of the BJC consists of 2 sections. In section A you will be asked to complete an essay. In section B you will be asked to complete the business letter. For section A: You will be given 4-5 essay topics. Select ONE topic to write your essay on. Please note that one of the topics will be a friendly letter. It will be marked by an asterisk that looks like this ***. The format of the friendly letter IS **NOT** THE SAME as the format of the business letter. The friendly letter **DOES NOT** have an inside address. Please review the friendly letter format below, then write your essay on the friendly letter topic below.

Friendly Letter Format

Heading { P. O. Box N1234
 Nassau, Bahamas
 April 30th, 2021 }

{ Dear Sam, }

Greeting (A comma is used to punctuate the greeting.)

Body

Introduction: 4-5 sentences in length. Indent from the left margin. Express how sorry you are that your friend could not attend the event. Provide details on the date, purpose/name of the event that you attended.)

Body paragraph 1: 4-5 sentences in length. Indent from the left margin.
Describe in detail activity 1.)

Body paragraph 2: 4-5 sentences in length. Indent from the left margin.
Describe in detail activity 2.)

Body paragraph 3: 4-5 sentences in length. Indent from the left margin
Describe in detail activity 3.)

Conclusion: 4 sentences in length. Indent from the left margin. Wrap up your essay by restating the main idea/ideas that you described.)

Closing { Your friend,
Signature Rachel }

DESCRIPTIVE ESSAY

30 MARKS

Your composition should contain approximately 300 words. Write at least three well-developed paragraphs on the following topic. An outline or plan must be written before you begin your composition. The topic with an asterisk (**) must be written in the correct letter format.**

- 2. ***You and your friend planned on going on a boat cruise but he/she got sick and was unable to go. Write a letter to him/her describing the fun that you had. Be sure to include a description of the activities that occurred.**

