



The next sub-test is

4 Writing

You are allowed a total of 30 minutes for this sub-test.

You have two different tasks to choose from. Decide quickly which letter you are going to write as you only have a total of 30 minutes to complete the task.

Either:

1. A letter in response to an advertisement

or:

2. A letter of complaint



4 Writing

Situation: You have decided to improve your commercial English language skills. You see the following advertisements in an English language magazine:

English Immersion in Canada

- Intensive ESL instruction
- Exam preparation
- Homestay program
- Leisure activities

Vancouver English Centre
840 Howe St., Suite 200
Vancouver BC V6Z 2J2
Canada
Fax ++1 604 687 1660
E-mail: vec@worldtel.com

Edwards Language School

- English classes at all levels all year round
- Exam centre
- Convenient for Heathrow and central London
- Tailor made programmes for groups and individuals

30 The Mall London W5 3TJ

Choose one of the schools and write a letter explaining the situation. Your letter should contain at least two of the following points and one other aspect. At least two of the following points should be mentioned in your letter plus one other aspect.

- Information you need in order to decide
- Your language level
- Your language needs
- Your reason for approaching this school

Write the letter using a suitable greeting and a suitable closing formula.

Before starting the letter, decide on **the order** in which you think the points should be included as well as an appropriate **introduction** and **close**. Include **your address** and **the address of the school**, also the **reference line**, **date**, **salutation** and **closing formula**.

You have 30 minutes in which to write the letter.
Please write 150–200 words.



4 Writing

Situation: After seeing the following advertisement, you decided to buy the product advertised:

- Over 2 hours of high-quality digital video.
- Support for widescreen movies on standard or widescreen TVs (16:9 aspect ratios).
- 8 tracks of digital audio (for multiple languages, commentaries, etc.), each with as many as 8 channels.
- 32 subtitle/karaoke tracks.
- Automatic seamless branching of video (for multiple story lines or ratings on one disc).
- 9 camera angles (different viewpoints can be selected during playback).
- On-screen menus and simple interactive features (for games, quizzes, etc.).
- Multilingual identifying text for title name, album name, song name, cast, crew, etc.
- Instant rewind and fast forward (no *Be kind, rewind* stickers and threats on rental discs)
- Instant search to title, chapter, music track, and timecode.
- Durable (no wear from playing, only from physical damage).
- Not susceptible to magnetic fields. Resistant to heat.
- Compact size (easy to handle, store, and ship; players can be portable; replication is cheaper than tapes or laserdiscs).

Russell DVD STAR CP14



£58

Russell Ltd.
57b Great Hawthorne Industrial Estate
Hull
East Yorkshire
HU19 5BV

However, you are not completely satisfied with it and write to the company to complain.

Write a letter of complaint to the manufacturer of the product. Your letter should contain at least two of the following points and one other aspect.

- Mention some details from the advertisement
- Give your reasons for buying the product
- Outline the problems you had
- Say what you want the company to do.

*Before starting the letter, decide on **the order** in which you think points should be included as well as an appropriate **introduction** and **close**. Include **your address** and **the address of the company**, also the **reference line**, **date**, **salutation** and **closing formula**.*

*You have 30 minutes in which to write the letter.
Please write 150–200 words.*