

Regular Course Volume 1

Writing Part A

Issue-Reason Essays “分析原因型” 文章

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基礎訓練



奪星訓練

A. 審題

| 歷代 DSE 文體 | 出現次數 |
|-------------------------------|------|
| Narrative & Descriptive 記敘和描寫 | 17 |
| Short Story 故事 | 9 |
| Persuasive 說服 | 10 |
| Analyze reasons 分析原因 | 23 |
| Give suggestions 建議 | 12 |
| Others 其他 | 13 |

Topic Analysis

HKDSE English 2016 Q2 -

Learning English through Sports Communication

Because of the lack of sports facilities, some people in your community have suggested that schools should allow the public to use their sports facilities after school hours.


Write a letter to the editor of the Hong Kong Daily stating your opinion. Support your opinion with three reasons.

| | 注意事項 |
|----|---|
| 體裁 | <ul style="list-style-type: none"> Letter to the Editor Formal <input type="checkbox"/> Semi-Formal <input type="checkbox"/> Informal <input type="checkbox"/> |
| 結構 | <ul style="list-style-type: none"> 支持 / 反對皆可 提出 _____ 或 _____ |
| 內容 | <ul style="list-style-type: none"> 留意 “after school hours” => 放學後 <input type="checkbox"/> => 上課期間 <input type="checkbox"/> => 假日期間 <input type="checkbox"/> |

B. 正反觀點：


同意學校租借設施：

| 1. The public | 2. Society | 3. Schools |
|---------------|------------|------------|
| | | |

- 對於 _____ 來說好處並不多，所以這個觀點要從整個 _____ 的層面去想
-  不要寫 “學生可以跟外來人切磋 / 交流” ！他們只是來租用場地而已

不同意學校租借設施：

| 1. Students of sport clubs | 2. Other students | 3. Janitors, teachers... | 4. School |
|----------------------------|-------------------|--------------------------|-----------|
| | | | |

- 租借設施對於學校影響最大，所以這個觀點會 focus 在 _____
-  不要寫 “外來人當中可能會有壞人，影響學生” ！雖然這的確有可能發生，但太過主觀和以偏概全。
你可以換一個寫法：“要檢查外來人身份，_____”。

 這篇題目正反兩方的理由都很充足！

C. 文章結構：Letter to the Editor



基礎訓練

Dear Editor,



Opening



Body Paragraph 1 : Reason 1



Body Paragraph 2 : Reason 2



Body Paragraph 3 : Reason 3 / 駁論



Ending

Yours faithfully,

Chris Wong

Yours sincerely :

- formal letter
- 知道收信人是誰

e.g.

Yours faithfully :

- formal letter
- 不清楚收信人是誰


e.g.



結構完整是成功的一半！

D. 開頭結構 (Opening)

Formal Letter 第一句 : _____

| 目的 | 寫法 |
|--|---|
| 針對一則文章發表意見 | <ul style="list-style-type: none"> I am writing _____ your article “US-China relations are at their lowest point” published on 15th December. |
| 針對一個議題發表意見 | <ul style="list-style-type: none"> I am writing to _____ the problem of childhood obesity. |
| 希望公眾提高警覺 | <ul style="list-style-type: none"> I am writing to _____ the trend that people are using their phone while walking on the street. |
| 投訴  | <ul style="list-style-type: none"> I am writing to _____ the attitude of your staff. |
| 回覆投訴 | <ul style="list-style-type: none"> I am writing _____ XX Restaurant _____ your last letter _____ the attitude of our staff. |
| 給別人建議 | <ul style="list-style-type: none"> I am writing to _____ your customer services. |



基礎訓練

Sample: Opening Paragraph

I am writing to express my opinions regarding the use of sports facilities at schools.

Many citizens in Hong Kong are keen on sports. Nevertheless, they find it difficult to book facilities in sports centre as they are always full. As a result, some people believe that public should use the sports facilities at schools when class is over. I am afraid that I do not agree with them.

Step 1: Purpose

- 所有信件 (尤其 **formal letter**) 都必須在開頭寫目的
- 以一個 **noun phrase** 概括整篇文章的主題 --> **the use of sports facilities at school**

Step 2: Introduction

- 把事情的因果解釋清楚
- 要改變一下題目的字眼，不要全抄

Step 3: Stance

- 清晰表達自己的立場：同意？不同意？



最緊要文句簡潔！



奪星訓練

Sample: Opening Paragraph

I am writing to express my opinions regarding the utilization of sports facilities at schools. Despite most citizens' enthusiasm in sports, hardly could they book any facilities in sports centre given that they are often fully occupied. Hence, some may consider it advisable that the public should be permitted to use sports facilities at schools when class is over. Unfortunately, I am against this idea owing to the insufficient facilities for sports clubs, the disturbance caused, and the high administrative cost.

1. 原句：Although most citizens like doing sports, ...

=> “喜愛”的名詞：fondness, enthusiasm

名詞化：Despite most citizens' enthusiasm in sports

2. 原句：They find it hard to book any facilities...

升level句：They could hardly book any facilities...

Inversion 倒裝句：Hardly could they book any facilities...

3. 原句：Schools should allow the public to use...

靚字：Schools should permit the public to use...

Passive 被動句：The public should be permitted to use...

名詞化：The public should be granted the permission to use...



Noun Phrase 是寫 formal 句子最重要的元素！

E. Topic Sentence (TS) 句式

以下 TS 用於解釋 **自己選擇某立場** 的原因：

| ☹️ 普通寫法 | 😊 更好的寫法 |
|--|---|
| <ul style="list-style-type: none"> • First / Firstly, | <ul style="list-style-type: none"> • To start with, / _____ • Most importantly, / _____ • _____ |
| <ul style="list-style-type: none"> • The administrative cost (行政費) is high. | <div style="text-align: right; background-color: #4a7ebb; color: white; padding: 5px; border-radius: 5px;"> 想看其他表示原因的連接詞，請移步到 May 2021 Writing Part B 😊 </div> <p>1. 立場 + 連接詞 + 原因</p> <ul style="list-style-type: none"> • The public should not be permitted to use sports facilities at schools owing to the high administrative cost. <p>2. The primary reason why + 立場 + is that + 原因</p> <ul style="list-style-type: none"> • The primary reason why the public should not... is that the administrative cost is high. <p>其他詞匯： _____</p> <p>3. The most important reason is that + 原因</p> <ul style="list-style-type: none"> • The most important reason is that the administrative cost is high. <p>其他詞匯： important => _____</p> <p>4. xxx 有很多原因, 第一個就是...</p> <ul style="list-style-type: none"> • The reasons why the public should not... fall into three categories, _____ the high administrative cost. |



寫 TS 最重要是清晰，不需要去背太過複雜的句式

| ☹️ 普通寫法 | 😊 更好的寫法 |
|----------------------|--|
| • Second / Secondly, | <ol style="list-style-type: none">1. A further reason is that + 原因2. Another reason that deserves our attention is that + 原因3. Another essential point to consider is that + 原因4. What is also worth noticing is that + 原因5. It should also be noted that + 原因6. 連接詞 + 原因 |

錯誤示範：

1. **First, high administrative cost.**

原因：

2. **In addition to the above point, there is no denying that the high administrative cost is another reason why the public should not...**

原因：

3. **The reason to which my stance can be ascribed to is threefold / manifold.**

原因：

F. Sample Writing (Easy)



基礎訓練

Dear Editor,

I am writing to express my opinions regarding the use of sports facilities at schools. Many citizens in Hong Kong are keen on sports. Nevertheless, they find it difficult to book facilities in sports centre as they are always full. As a result, some people believe that public should use the sports facilities at schools when class is over. I am afraid that I do not agree with them.

Step 1: Topic Sentence

The public should not be permitted to use the sports facilities at schools since there will be insufficient space for the sports club. Most sports teams at schools need an open area to practise and enhance their sports skills. They include badminton, volleyball and basketball teams. Yet,

because of the inadequate space, they have no choice but to take turns to use the sports courts. Besides, a lot of the sports teams have already been booking training areas outside school. It is not difficult to see them

practising in a public sports centre in school uniforms. If we make school facilities open to the public, it will not solve the problem of inadequate space, but it would worsen the problem instead.

- 立場 = 公眾不該用學校設施
- 原因 = 運動學會沒有空間

Step 2: Explanation

1. 運動隊伍在學校也要搶地方
2. 有些隊伍早已在外面租場用

Step 3: Closing Sentence

- 小總結，跟 TS 互相呼應 (但不需要一模一樣)

Another reason is that it may cause disturbance to the teachers and students. After school hours, people stay behind for different reasons. Some club members will decorate the notice board, the exam candidates will stay behind for revision, and even teachers will have to mark students' assignments. If the public are allowed to use school facilities, they may generate noise and disturb those who are working. In addition, as these people have no obligation to follow school rules and obey the staff, it would be impossible to control them. This is totally unfair to teachers and students who desire a silent and peaceful place at school.

Lastly, if we give the public the permission to use school facilities, it will increase the administrative and maintenance cost. In order to manage these people, additional staff members need to be allocated. They have to fulfill multiple duties, such as the booking of equipment, checking the identities and handling enquiries. What is more, the school has to spend a large amount of money on maintenance. As the sports facilities are used frequently, they get damaged easily. Ultimately, sending the equipment to repair is unavoidable. These costs are definitely a financial burden to school.

In brief, the public should never be allowed to use sports facilities at schools as it will do more harm than good. To tackle the root of the problem, there are other alternatives like reconstructing old buildings and turning them into sports centres. Hopefully, all sports lovers will be able to participate in any sports activities anytime and anywhere.

(435 words)

Yours faithfully,

Chris Wong



先寫好短句子，再練習長句子

G. Sample Writing (Hard)



奪星訓練

Dear Editor,

I am writing to express my opinions regarding the utilization of sports facilities at schools.

Despite most citizens' enthusiasm in sports, hardly could they book any facilities in sports centre given that they are often fully occupied. Thus, some may consider it advisable that the public should be permitted to use sports facilities at schools when class is over. Unfortunately, I am against this idea owing to the insufficient facilities for sports clubs, the disturbance caused, and the high administrative cost.

Sports facilities at schools should not be made available to the public as it deprives students of their chance to use them. Most sports teams at schools, including badminton, volleyball and basketball teams, need an open area to practise and thus enhance their sports skills. Yet, because of the inadequate space, only by taking turns can everyone have an equal chance to use the sports courts. Besides, a lot of the sports teams have already been booking training areas outside of school. It is not uncommon to see them practising in a public sports centre wearing school uniforms. Making school facilities open to the public would not solve the core of the problem, but it would instead aggravate the problem. It is the students who should have the top priority to use the facilities at their own school.



用字不要過於重複

Another reason that deserves our attention is that it may cause disturbance to people within the school area. When class is over, the campus is always crowded with those who stay behind for some reasons. Examples include the club members who are responsible for decorating the notice board, the exam candidates who need a space for revision, and even teachers with a pile of assignments to mark. If the public are allowed to use school facilities, it is unavoidable that they will generate noise and thus disturb those at work. Worse still, as these people have no obligation to follow school rules and obey the staff, it would be impossible to control them. This is absolutely unfair to those who desire a silent and peaceful place to work.

On top of that, the increasing use of sports facilities will ultimately lead to unnecessary expenses, namely high administrative and maintenance cost. For one thing, if the public are granted access to using school facilities, additional staff members have to be allocated so as to manage them. These members have to fulfill multiple duties - the booking and borrowing of equipment, checking the identities of incoming users and handling enquiries. For another thing, the more frequently sports facilities are used, the more easily they will get damaged. Regardless of the cause, sending them to repair or purchasing new equipment would be inevitable. These costs are definitely a financial burden to school.

In brief, never should the public be allowed to use sports facilities at schools as it will do more harm than good. To grapple with the root of the problem, there are other alternatives such as reconstructing old buildings and turning them into sports centres. Hopefully, all sports lovers will be able to participate in any sports activities without worrying about the booking of facilities.

Yours faithfully,

(523 words)

Chris Wong

H. Vocabulary List

| | ☹️ 普通寫法 : | 😊 更好的寫法 : |
|---|---------------------------|---|
| 1 | talk about 發表意見 | <ul style="list-style-type: none"> express my opinions on/about express my views on/about |
| 2 | about 關於 | <ul style="list-style-type: none"> regarding in regard to / with regard to 例句 : |
| 3 | the use (n) of 使用 | <ul style="list-style-type: none"> the utilization of... |
| 4 | They like doing sports 喜歡 | <ul style="list-style-type: none"> keen (熱衷) (adj.) 例句 : 例句 : |
| 5 | I don't agree with them. | 更有禮貌的寫法 : <ul style="list-style-type: none"> I am afraid that (恐怕) I do not agree with them. Unfortunately, I do not agree with them. |

| | ☹️ 普通寫法： | 😊 更好的寫法： |
|----|---|---|
| 6 | disagree 反對 | <ul style="list-style-type: none"> oppose (v.) / be opposed (adj.) to 例句： against (prep.) 例句： |
| 7 | Schools should not allow the public to use their facilities. 不應讓公眾使用學校措施 | <ul style="list-style-type: none"> 被動句：Sports facilities should not be open to the public. 被動句：Sports facilities should not be made available to the public. 被動句：The public should not be granted access to using their sports facilities. |
| 8 | Students will not have the chance to... 學生沒有機會... | <ul style="list-style-type: none"> It deprives students of their chance to... [剝奪了學生...的機會] 被動句：Students are deprived of their chance to... |
| 9 | enough 足夠 | <ul style="list-style-type: none"> adequate, sufficient |
| 10 | not enough 不足夠 | <ul style="list-style-type: none"> inadequate, insufficient |
| 11 | They can only... 他們只能夠 | <ul style="list-style-type: none"> have no choice but to 例句： 倒裝句：Only by ... can they 例句： |
| 12 | We can always see... 我們經常看到... | <ul style="list-style-type: none"> It is not difficult to see 雙重否定：It is not uncommon to see... = It is common to see |
| 13 | Students should have the top priority... 學生應要有優先權 | <ul style="list-style-type: none"> Cleft Sentence (強調句)： It is the students who should have the top priority... [有優先權的必須是學生！] |

| | ☹️ 普通寫法 : | 😊 更好的寫法 : |
|----|---------------------------|--|
| 14 | make the problem worse 惡化 | <ul style="list-style-type: none"> • <u>worsen / aggravate / exacerbate</u> the problem |
| 15 | Because 因為 | <ul style="list-style-type: none"> • as / since / given that + 完整句子 • because of / owing to + 名詞 |
| 16 | But 但是 | <ul style="list-style-type: none"> • Nevertheless / Hence / Thus / Yet |
| 17 | So 所以 | <ul style="list-style-type: none"> • Therefore / As a result |
| 18 | Also, 除此之外 | <ul style="list-style-type: none"> • Besides / In addition / Additionally / On top of that / What is more |

I. Homework

Part A (Write about 200 words)

Some people in your community suggest doubling the number of priority seats to help the passengers in need. Do you agree with them?

Part B (Write about 400 words)

Do you prefer in-class learning or online learning? Write a letter to the editor and give three reasons to explain your view.

J. 試題分析：DSE Writing Paper Analysis

Topic Analysis

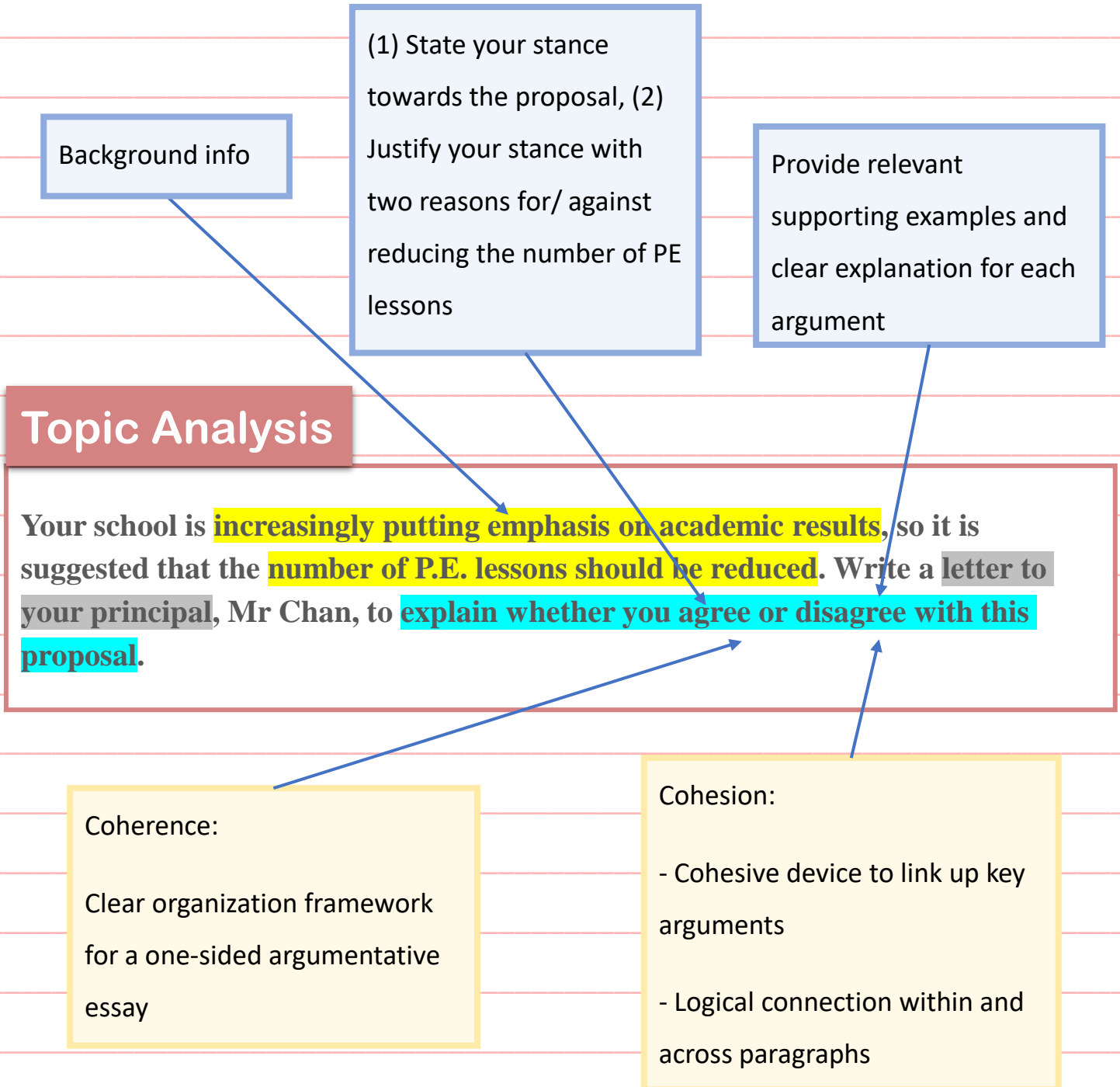
Part A (Write about 200 words)

1. Your school is increasingly putting emphasis on academic results, so it is suggested that the number of P.E. lessons should be reduced. Write a letter to your principal, Mr Chan, to explain whether you agree or disagree with this proposal.

→ Reference question: 2012 Practice Paper B2

(1) Content

Relevant ideas and elaboration



(3) Organization

正反觀點：

同意減少PE 堂：持份者

| 1. Students | 2. Teachers of senior form students | 3. Schools |
|--|---|--|
| - Spend more time in achieving academic excellence | - Catch up with tight teaching schedule | - Improve school ranking through students' better academic performance |



不要寫“減少PE堂投入的資源/場地” - 題目指出減少PE堂是因為“putting emphasis on academic results”

不同意減少PE 堂：持份者

| 1. Students | 2. Schools |
|---|--|
| - Does not help improve academic performance but worsen physical health | - Disturb students' balanced development |



(2) Language

| | |
|--|--|
| Vocabulary | <p>Learning English through Sports Communication –</p> <ol style="list-style-type: none"> 1. Build up one’s stamina/ willpower 2. Alleviate/ reduce/ relieve anxiety 3. Reduce body fat/ control body weight 4. Lead a healthy lifestyle 5. Team sports |
| Tone & Register | <ul style="list-style-type: none"> • A persuasive tone • A formal tone |
| Language Items & Structures | <ul style="list-style-type: none"> • Connectives: cause & results (Writing 1B) • Sentence structure – not only but also (Writing 1B) • Connectives: conclusion & purpose (Writing 2B) |

Level-up skills

Students' work/ Sample essay

English Language Paper 2 Part B

Script F (Level 5)

Dear the Secretary of Education,

I am writing to express my concern over the issue of removing physical education lessons from the curriculum by certain schools.

Recently, our city is overwhelmed by the discussion on whether the subject Physical Education should be abandoned for the sake of encourage students to concentrate more on their academic studies. Advocates of this thought insist that students should pursue intellectual development at the expense of physical one. Seemingly, it is true that academic achievement is far more important than physical accomplishment in our society.

However, after considering the principles of education, I am afraid I have to disagree with those who are in favour of the removal of PE lessons. I am not trying to deny to necessity of academic studies, but PE lessons and academic subjects can in fact co-exist peacefully.

The first point to be noted here is the principle of balanced development. To nurture a student with wholesome personality, it is crucial for the schools to provide students with moral, intellectual, physical and social education. It is obvious that intellectual development is a vitally important element in school education, yet

physical development also plays an indispensable role in students' personal growth. Physical education, which means teaching students through sports games, can be regarded as a mean to strengthen one's stamina and promote moral education. Taking part in sports activities can promote our blood circulation and metabolic rate, it is a key for us to attain good health. Moreover, strong willpower and sportsmanship can be built and learnt respectively through the participation in sports games. To uphold the principle of education and achieve the above encouraging results, PE lessons should definitely not be removed.

The next principle of schooling is miniature of society. There is a saying that school is a projection of real-life society: what we are practising in school is actually more or less the same as what we are going to behave in the society. Therefore, it is significant for students to acquire proper value judgement in school, otherwise school will no longer be a heaven of peace but a seedbed of crimes.

Sports encourage socialization and interaction among children. Students are required to mingle with their groupmates and learn how to respect each other through sports activities.

Prime examples like a basketball match explain that sports enable students to develop team spirit and strong bonds among teammates. PE lessons encouraging sports activities should be promoted if we want love and care but not hatred and cruelty to fill our society.

The recent worrying trend of child unhealthy lifestyle reminded me of the importance of physical education.

Children are over-pampered by their parents in this rich and prosperous age. Not only can we find

electronic gadgets like gameboys in children's hand, but also sophisticated electronic products including iPhone. We have to admit that children are still enthusiastic in sports, but they will only participate in competitions in the virtual world, not a playground. Some may say that playing electronic games is one of the methods to relieve study pressure. However, why don't students ease their tension by playing real sports? It is a frustrating fact that local students are becoming heavier and heavier due to the lack of sports activities. A questionnaire conducted by a local newspaper last year unveil the truth that ^{the} weight of local students has an increasing trend. This alarmed us of the significance of encouraging students to play sports to maintain a balanced living style. Participating in sports during school hours can surely foster students' interest to play sports, or at least force them to do some exercise to lose weight. As such, PE lessons should not be removed but made compulsory to maintain a healthy development of students.

The motto of school education is to prepare students to face challenges and shoulder the responsibility of promoting social development. It is hard to imagine how can a society operate smoothly if weak and unhealthy bookworms are cultivated to support future development. It is hoped that schools can have a second thought on the issue of removing PE lessons and a wise decision can be made.

Yours faithfully,

Chris Wong

END OF PAPER