

Academic Writing

This book was put together for the University of Burao, and was been composed with modifications from Oxford University Press' "Effective Academic Writing 1", which was written by Alice Savage and Masoud Shafiei.

UNIT 1

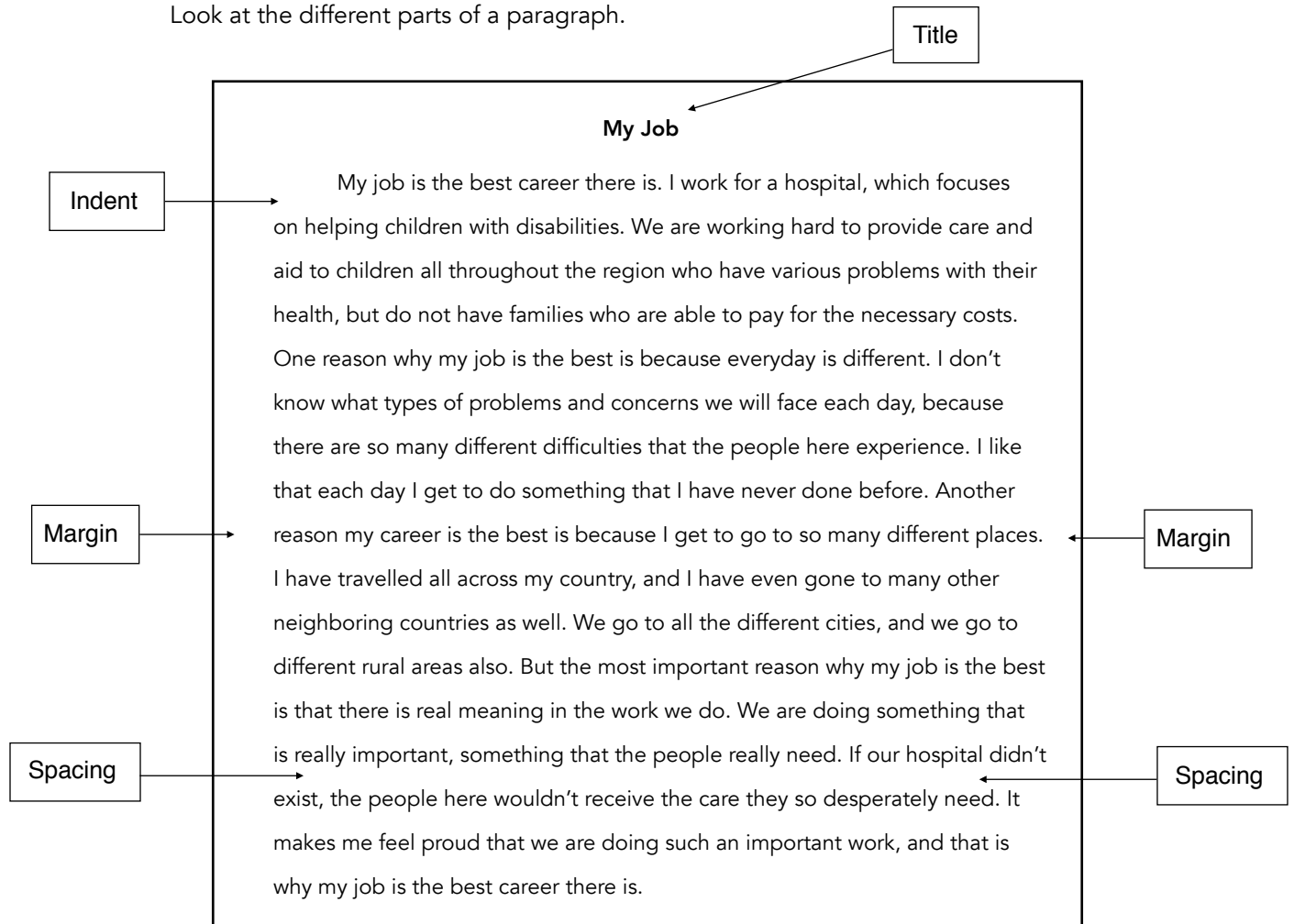
The Sentence and the Paragraph

The Paragraph

A paragraph is a group of sentences about a particular topic. Writing a paragraph is an important skill, because paragraphs are used in a wide variety of different types of communication.

Formating a Paragraph

Look at the different parts of a paragraph.



A **title** is the name of the paragraph. It is one word or a group of words that tell what the topic is.

A **margin** is a blank border on both sides of the paragraph. A paragraph must have a margin on the right and left sides.

Every paragraph must start with an **indent**. An indent shows the reader that a new paragraph is starting. It is a space that starts further in from the margin.

A paragraph should be **double-spaced**. Also, all sentences in a paragraph must be connected. You do not start new sentences on a different line!

Here is an example of what not to do. The writer started a new line for each sentence. This is not a paragraph. This is a list.



My best friend is a great person.
He is very helpful and kind.
I can always count on him if I need help.
He is also very friendly.
He enjoys meeting new people.
My friend is a wonderful guy.

This is what you should do. All of the sentences are connected together. If you finish a sentence, you need to continue the next sentence on the same line.



My best friend is a great person. He is very helpful and kind. I can always count on him if I need help. He is also very friendly. He enjoys meeting new people. My friend is a wonderful guy.

Grammar

Here are important rules for writing:

CAPITALIZATION

For the first word in every sentence, the first letter must be capitalized. Every proper noun, like someone's name, the name of a city, or an important location, must also be capitalized.

PUNCTUATION

Every sentence must end with punctuation. Punctuation includes: full stop (period), question mark, or exclamation mark.

COMMAS

A comma indicates a pause between parts of a sentence. You must have a comma to separate different items in a list.

APOSTROPHES

An apostrophe can demonstrate possession, or a contraction (They are -> They're).

2. Find and correct the mistakes in the sentences below.

1. My friend hussein works in dubai.
2. she went to the store and bought biscuits
3. Abdi Jamas car is very fast.
4. Do you want to go with me tomorrow
5. Hes a very nice person, and he has many friends
6. Today I bought a new chair table shirt and shoes.

3. Read the paragraph and answer the questions.

My Job

My job is the best career there is. I work for a hospital, which focuses on helping children with disabilities. We are working hard to provide care and aid to children all throughout the region who have many problems with their health, but do not have families who are able to pay for the necessary costs. One reason why my job is the best is because everyday is different. I don't know what types of problems and concerns we will face each day, because there are so many different difficulties that the people here experience. I like that each day I get to do something that I have never done before. Another reason my career is the best is because I get to go to so many different places. I have travelled all across my country, and I have even gone to many other neighboring countries as well. We go to all the different cities, and we go to different rural areas also. But the most important reason why my job is the best is that there is real meaning in the work we do. We are doing something that is really important, something that the people really need. If our hospital didn't exist, the people here wouldn't receive the care they so desperately need. It makes me feel proud that I am able to be doing such an important work for my job.

1. What is the title?

2. What type of job does the writer have?

3. What type of work does the hospital do?

4. How does the writer feel about his/her job?

5. What is one reason why the writer loves his/her job?

Paragraph Organization

A typical paragraph has a topic sentence, supporting sentences, and a concluding sentence.

A **topic sentence** is the first sentence of a paragraph. It introduces the topic of the paragraph. This will tell us what the rest of the paragraph will talk about.

The sentences that follow the topic sentence further explain and support the topic sentence. These are called the **supporting sentences**.

The **concluding sentence** is the last sentence of a paragraph. It often repeats the information in the topic sentence in a different way.

1. Read the following paragraph. Look at the topic sentence, supporting sentences, and concluding sentence. Then answer the questions below.

The diagram shows a paragraph titled "Barefoot Boy" enclosed in a large rectangular box. An arrow from a box labeled "Topic Sentence" points to the first sentence of the paragraph. A bracket on the right side of the box, labeled "Supporting Sentences", spans the middle sentences. An arrow from a box labeled "Concluding Sentence" points to the final sentence of the paragraph.

Topic Sentence

Barefoot Boy

I had a very scary experience when I was a young boy. One evening while my parents were eating dinner, I was playing barefoot in the yard with my toys. Even now I still remember the perfume of the flowers and the moisture of the grass. While I was sitting on the grass and playing with a car. I looked up at the sky, and my attention was distracted by the stars. Then I felt something cold and smooth slide over my feet. I stayed perfectly still, but I looked down at my feet. Then I saw a snake slowly slithering over my toes. I felt terrible and afraid. My heart beat very quickly. After the snake moved away, I screamed to my parents for help, and they captured the snake and took it away. **The experience frightened me, and I never went outside barefoot again.**

Supporting Sentences

Concluding Sentence

1. What is the topic sentence? Write it below.

2. How many supporting sentences are there?

3. What was the boy doing outside?

4. What scared the boy?

5. Write the concluding sentence below.

Topic Sentence

The **topic sentence** is the first sentence of the paragraph. It introduces the topic of the paragraph. The topic sentence explains tells us what the writer will talk about in the paragraph. Topic Sentences have two parts: the **topic** and the **controlling idea**.

A **topic** is the main idea, or the subject, of the paragraph. The **controlling idea** is what the writer will explain about the topic. Look at this example of a topic sentence:

My friend is a friendly person.

This sentence, like all topic sentences, has both a topic and a controlling idea.

Topic

Controlling Idea

My friend is a friendly person.

Because of this topic sentence we know that the paragraph will be about the writer's friend. The controlling idea tells us what the writer will say about their friend, which in this instance will be the reasons why their friend is friendly. Look at another example:

Topic

Controlling Idea

Ali Hussein is a very good student.

In this sentence Ali Hussein is the topic. The controlling idea tells us that the paragraph will be about the reasons that make Ali Hussein a good student.

ALL OF THE OTHER SENTENCES IN A PARAGRAPH WILL TALK ABOUT THE TOPIC SENTENCE.

2. Look at the sentences below. Circle the topic and underline the controlling idea.

1. Hiking is the best way to explore nature closely.
2. My uncle had a frightening experience as a young man.
3. Text messaging has become popular among teenagers.
4. Effective time management requires four easy steps.
5. Every college student should take a computer course.

3. Look at the topics below. Make each into a topic sentence using the phrases next to them.

1. **My mother** (kind person)

My mother is a kind person.

2. **My favorite sport** (very fun)

3. **Fatima** (hardworking)

4. **The university** (great place to learn)

4. Write a topic sentence using the topics below.

1. Animals

2. A terrible teacher

3. Football

A **topic sentence** must not be a simple fact. The **controlling idea** must say something that can be supported, developed, or demonstrated in the following sentences.

For instance, this is a sentence that is not a topic sentence:

London is in England.

This is a fact. You are not able to support, develop, or demonstrate this. If the sentence does not have a controlling idea, it is not a topic sentence. Here is a good topic sentence:

London is a great city.

In this sentence, the controlling idea is: **is a great city**. So, the paragraph will give reasons why London is a great city. What makes it a great city? We can support, develop and demonstrate this. For example, we can talk about the nice people who live there, or the beautiful buildings it has.

We also don't start a paragraph with sentences like, "I am going to talk about books." That is not a topic sentence because it does not have a controlling idea.

5. Read the sentences below. If it is a good topic sentence, circle the topic and underline the controlling idea. If it is not a topic sentence, then put a **X** next to it

1. ____ My doctor is very kind to his patients.
2. ____ Rice is very easy to make if you follow a few steps.
3. ____ I am going to write about my country.
4. ____ I had an adventure in the jungle last year.
5. ____ Video games are not bad for children.
6. ____ People drive cars.
7. ____ I went on an amazing vacation last year.
8. ____ Cell phones are an incredibly helpful device.
9. ____ French people are known for making very good food.
10. ____ My name is Mohamed.

Supporting Sentences

Supporting sentences immediately follow the topic sentence. They add information about the topic and the controlling idea. The topic sentence tells us what the supporting sentences will talk about.

Supporting sentences will always talk about the topic and the controlling idea.

Supporting sentences can include **definitions**, **explanations**, and **examples**. Look at the following topic sentence:

Young people are too dependent on computers.

“Young people” is the topic, and “are too dependent on computers” is the controlling idea. With this sentence:

A **definition** would define what it means to be dependent on computers.

An **explanation** would explain the definition.

An **example** would be an example of a young person being dependent on computers.

Read the paragraph below, and notice the definition, explanation, and example.

Young People and Computers

Young people are too dependent on computers. **Dependency on computers means that young people cannot perform normal tasks and functions without them.** People used to memorize important information, but today young people rely on computers and cell phones to do assignments, record numbers, and save important information. As a result, they can find themselves unprepared in an emergency such as an electrical blackout. Once their batteries die, they will not be able to communicate. **For example, I do all my schoolwork on my computer. When my computer crashed last week, I lost my only copy of an essay that was due on the next day. As a result, I got a bad grade.** Young people depend on computers more than they should.

Definition

Explanation

Example

6. Read the sentences below. For each exercise, there is **1** topic sentence and **3** supporting sentences. Put TS near the topic sentence and SS near the supporting sentences.

1. SS a. Mosquitoes are attracted to heat.
SS b. Mosquitoes will fly several miles to find food.
SS c. Only the female mosquito bites.
TS d. Mosquitoes are interesting insects.

2. ____ a. My new apartment has big closets.
____ b. My new apartment is perfect for my roommate and me.
____ c. My new apartment is close to school and work.
____ d. My new apartment is not too expensive for students.

3. ____ a. I get together with my friends and family during the night time.
____ b. I enjoy having the big meals, and eating dates and watermelon.
____ c. It is a great time of unity in the community.
____ d. I really like the holidays.

7. Read the topic sentence below. And then answer the questions.

University can be difficult.

1. Write a definition of the topic sentence.

2. Write an explanation of the definition.

3. Write an example.

8. Read the topic sentence below. Write three supporting sentences.

My friend is a great person.

Concluding Sentence

The **concluding sentence** is the final sentence of a paragraph. The concluding sentence reminds the reader of the topic and the controlling idea. The concluding sentence restates and retells the main idea of the topic sentence, but it uses different words.

Topic Sentence

I love the color red.

Concluding Sentence

Red is my favorite color, and I love it very much.

In the topic sentence it says 'I love'. In the concluding sentence it says 'my favorite'. 'I love' and 'my favorite' are very similar in meaning. Therefore, the concluding sentence is restating the same information as the topic sentence.

9. For each topic sentence, write a concluding sentence.

1. My best friend is a great person.

My friend is very wonderful, and there's no one like him.

2. Singapore is an amazing city.

3. My mother is very kind.

4. A degree from university is very important.

5. My sister is very helpful.

10. Read the topic sentence. Choose the sentence that is the concluding sentence.

1. My vacation was great.

___ A. I then went to the museum and saw a lot of paintings.

___ B. We drove the car from Manchester to Edinburgh.

___ C. My trip was really wonderful, and I'll never forget it.

2. My father is a great role model.

___ A. He is very nice and helpful.

___ B. He has taught me a lot of what I know, and continues to teach me.

___ C. My father is someone I look up to, and I hope I can be like him one day.

3. There are many reasons why blue is my favorite color.

___ A. I have a blue dress that I bought in the market.

___ B. I love blue the most, and I believe that it is the best color in the world.

___ C. I like to buy clothes that are blue, so I have a lot that are that color.

A **concluding sentence** can also do one of three things. It can give a:

- **Warning**

* It may warn the reader that something bad may happen:

If you do not go to class, you will get bad marks.

- **Prediction**

* It can make a prediction about the future:

The world will continue to change until everyone speaks the same language.

- **Opinion**

* It can give an opinion about the topic:

I think that Budapest is the prettiest city in the world.

11. Read the following concluding sentences. Circle if the sentence is giving a warning, a prediction, or an opinion.

1. My teacher is the greatest teacher in the world.

A. warning B. prediction C. opinion

2. Do not walk on the road or you might get hit by a car.

A. warning B. prediction C. opinion

3. Football is the greatest sport in the world, and it's very fun to watch.

A. warning B. prediction C. opinion

4. If you continue to study hard, you will do well on your test.

A. warning B. prediction C. opinion

5. If you are not careful, you could hurt yourself.

A. warning B. prediction C. opinion

6. If you start saving your money, you will be able to buy a house.

A. warning B. prediction C. opinion

12. Putting it all together. Write a six sentence paragraph about your best friend.

Write a topic sentence, supporting sentences, and a concluding sentence.

Remember to put a title, indent and margins.

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UNIT 2

Unity and
Coherence

Unity and Coherence

A paragraph needs to have both **unity** and **coherence**. It is very important that the writer makes sure that their paragraph makes sense and is talking about one idea. This unit will describe what unity and coherence are.

Unity

A paragraph must have **unity**. Unity is when all of the sentences in a paragraph are talking about one single idea. The idea of the paragraph comes from the controlling idea. So all of the supporting sentences must talk about the controlling idea from the topic sentence.

The word **unity** means that something is united, or is one. So unity is when there is only one idea in the paragraph. If a paragraph has many ideas, it does not have unity. A sentence that is talking about a different topic is called **off-topic**.

Look at the paragraph below.

My university is a wonderful place. I like to eat meat and vegetables. My neighbor has a cat. My brother is a very nice person. I want to become a doctor one day. My favorite thing to do is spend time with my friends.

Does this paragraph have unity? **No!** The paragraph is talking about many ideas.

Read the next paragraph.

My university is a wonderful place. There are many good teachers that work there. There are also many different courses that you can take. The university has a large library that has many different types of books. They really help the students there and want to see them succeed.

This paragraph has unity. All of the sentences are talking about one idea. This idea is from the topic sentence. The topic sentence was about the university being a wonderful place. All of the supporting sentences talked about the university being a wonderful place.

1. Read the paragraph below. Then answer the questions.

The Pink Sheep

Many years ago, a special gift came to me in an interesting way. When I was a small boy, I enjoyed playing in my garden. One day, I found a hole in the wall of my garden. The hole was near the ground, so I could not see through the it, but I knew that behind the wall was my neighbor's garden. Who made the hole? I was really interested, so I used rocks to make the whole bigger. One day, when I was trying to break through the wall, I noticed a small hand appear through the hole. The hand was holding a rubber toy sheep. It was pink and it had big eyes. I grabbed the toy sheep, and took a toy car of mine and put it in the hand of the person on the other side of the wall. Sometimes I bought toys with my holiday money. A long time later, when I was older, I went around the corner to find the child that gave me the special toy sheep. But nobody was there! My neighbor said that a little girl my age used to live there, but she had moved away to a different house. I never found her, but her gift is very important to me.

1. Write the topic sentence.

2. Who was on the other side of the wall?

3. There is one sentence that is off-topic. Which one is it?

4. Why is that sentence off-topic?

2. For each topic sentence, there is one sentence that is off-topic. Put a X next to the off-topic sentence.

1. My house is in a great location.

___ A. It is near to the place where I work. I only need to walk for ten minutes to get there.

___ B. It has three big bedrooms!

___ C. There are many good stores around my house, so I don't need to travel far to buy food.

2. Queen Elizabeth I was an incredible leader.

___ A. She was the daughter of King Henry VIII.

___ B. Her reign is called the "golden age of England" because the country became better in many ways than it had ever been before.

___ C. Because she was never married, she had to rule England by herself in very difficult time.

3. Mongolia is a very beautiful country.

___ A. There is green grass everywhere. It is so pretty!

___ B. There are many tall mountains and large lakes all across the country

___ C. There are about three million people who live there.

4. My little sister loves animals.

___ A. She likes cats a lot. Whenever she sees one, she tries to touch it.

___ B. She likes to watch a lot of movies.

___ C. She has three goats, and she is always playing with them.

5. There are many types of fruit that I like. .

___ A. I love watermelon a lot. It's so sweet and good!

___ B. I also like to eat oranges. I have one almost every day.

___ C. I really like to eat rice and pasta!

3. Read the paragraph and answer the questions.

Life in a New Place

I am a Thai girl living in the United States, and there are many adjustments I must make to live here. First of all, I must get used to new kinds of food. I am starting to like to eat hamburgers because they are not expensive and they are easy to make. The people in the United States are different and I am learning to meet new foreign friends. For example, two of my friends are Pakistani. Pakistan is a very interesting country. The weather requires a different kind of adjustment. Some days, it is hot just as in my country, but on other days it is cold. I came to the United States to study and I enjoy my classes and my teachers. I am adjusting to the United States in many ways, but it is not a problem because I like to know about different places and people.

1. Underline the controlling idea.
2. Which two sentences are not about the controlling idea and are off-topic?

Find them and cross them out.

3. Why does the girl need to make adjustments?

3. What adjustments would someone have to make if they moved to your country?

4. How many supporting sentences are there?

- 4.** Read the topic sentences below and write two supporting sentence for each. Make sure that the supporting sentences are the same topic as the topic sentences.

1. My father is a very intelligent person.

2. Generosity is a very important characteristic for someone to have.

3. There are many different things that I like to do.

4. My best friend is a great friend.

5. There are many countries that I want to go to one day,

Coherence

A paragraph must have **coherence**. Coherence means that the information of the paragraph is organized. This means that the information is put in the order that it should be.

There are three ways to organize the paragraph so it has coherence:

Time

Space

Order of Importance

Here are examples of each:

(Time)

When I woke up, I got ready. After I finished, I ate breakfast. I then got into my car and drove to work. I stayed at work all day and didn't get home until eight at night. I then ate dinner and went to sleep.

(Space)

When you walk into the classroom, you will see the board to the right of you. When you are at the board, you will see the desks in front of you. Behind all the desks, you will see the window on the back wall.

(Order of Importance)

My mom said that I couldn't go because it was dangerous and she didn't want me to get hurt. She also said that I couldn't go because I had homework. Also, my room was messy and i needed to clean it.

Time: Organizing by time is when the information is put in the order of when it happened. The events that happened first go first. The events that happened last go last.

Space: Organizing by space means that the information is put in order of where it is located. Items that are near to each other are described together, while items that are further away are described together.

Order of Importance: Organizing by order of importance means that the information is ordered by how important it is. The most important information goes together, while information that is not as important goes together. There are two ways of doing this: From most important to least important, or least important to most important.

Important Words

There are important words that can help to show how the paragraph is organized. Although these words are usually used with one specific way, these words can also be used with the other ways of organizing also.

<u>Time</u>	<u>Space</u>	<u>Order of Importance</u>
First	Next to that	Most importantly
After that	Behind	Least importantly
Next	Below	Also
Lastly	Underneath	Another reason
Finally	In front of	The number one reason
A few moments later	To the side of	First
An hour later	Above	Second
The next day	Over that	Finally
One year later	After that	

5. Read the three paragraphs. Which paragraph is organized by **time**, which is organized by **space**, and which is organized by **order of importance**? Circle the correct answer.

Paragraph 1		
My favorite restaurant is in an old house. It has the best food I've tasted! Also, it is very convenient because it is in my neighborhood. We can drive, or if it is pleasant outside, we can walk there. It also has a nice atmosphere and a friendly environment. We enjoy talking to the waiters and waitresses there because they are friendly. Finally, one more reason why it's my favorite restaurant is that it is a very pretty place.		
Time	Space	Order of Importance

Paragraph 2		
My favorite restaurant is in an old house. My husband and I enjoy walking there in the evenings. We leave our house around six o'clock. The afternoon sun shines through the trees as we walk along the neighborhood gardens. After that, we arrive at the restaurant about the time the sun is going down. Next, the waiter lights the candle on our table and we eat our dinner. By the time we finish and start to walk home, we are able to see the beautiful moonlight in the sky.		
Time	Space	Order of Importance

Paragraph 3		
My favorite restaurant is in an old house. It is very close to our house. The first thing we see as we walk there is our neighbor's garden, which is very beautiful. Next to that is the local store. After we pass the store, we can see the restaurant. It is a big place inside! When you enter the front door, you see a lot of tables. Behind the tables you can see the kitchen where they make all of the food. Our favorite table is next to the kitchen. We love to eat close to it!		
Time	Space	Order of Importance

- 6.** Write an eight sentence paragraph about what you did yesterday. Make sure your paragraph has unity and coherence.

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UNIT 3

Editing your
paragraph

Editing

It is important to always edit your paragraph. **Editing** is finding and fixing any mistakes there are. This can include: spelling, punctuation, and sentence structure.

Simple Sentence Structure

A sentence expresses a complete idea. Sentences can state affirmative statements, negative statements, and questions. A complete sentence must have a **subject** and a **verb**.

Subject

A subject tells who or what the sentence is about. A subject is usually a noun or a pronoun. A subject can be either singular or plural.

Fatima smiled. (singular)

Employees work. (plural)

Verb

A verb is an action or state of being. Verbs also indicate time, and come in different tenses. Two common tenses are present and past tense.

Johnathan walks. (present tense)

The children played. (past tense)

A sentence can also have more than one verb:

My brother studied and earned a degree in business.

1. Read each sentence. Underline the subject and circle the verbs.

1. My mother raised seven children.
2. She cooked and cleaned all day long
3. My father and his brother have a small business.
4. I love to read and write books.
5. My three older brothers have three large houses.
6. Professor Ahmed is a very nice man.

2. Answer each of the questions below. Then underline the subject and circle the verb.

1. What sports do you enjoy?

I enjoy football and basketball.

2. Where do you live?

3. What do you like to do for fun?

4. Where do you study at?

5. What kind of food is your favorite?

6. Who do you enjoy spending time with?

7. What do you want to do after you finish university?

8. How many siblings do you have?

Punctuation and Spelling

- The first word of a sentence **must** be capitalized.

My favorite fruit is watermelon.

- Proper nouns, like names of people or important places, must be capitalized.

Iraq has a lot of important history.

My friend Jessica is very intelligent.

- A sentence can end in a period (full stop).

My favorite sport is tennis.

- A sentence can also end in an exclamation mark, which gives emphasis.

That was a lot of fun!

- A question ends in a question mark.

Would you like to come too?

3. Read the paragraph. For each sentence, underline the subject and circle the verb. Then draw a box around the punctuation.

Summer by the Sea

My favorite memory is about my family. It happened a long time ago before my brother got married and moved out. All seven of us children piled in one car for a summer vacation by the beach. We travelled in that crowded car for two days! Finally, we arrived at a small house near the beach. It had one big room with many beds and a large kitchen. The kids spent all day outside, and we played together in the water. My mother would sometimes make dinner, and we would have a picnic on the beach. We sat on the sand to eat and watch the sun go down. One night we brought out our blankets and slept by the water. We talked and looked at the stars until late at night. This wonderful summer holiday was the best time of my life.

Fragments

Every sentence must have a subject and a verb. A sentence must also express a complete idea. A sentence that is missing a subject or a verb is incomplete. This is called a **fragment**.

Look at these sentences:

Incomplete:

Is a clean city. (This is missing a subject)

Minneapolis pretty. (This is missing a verb)

Those two sentences are incomplete because they do not express a complete idea. Look at these complete sentences:

Complete:

Budapest is a clean city. (The subject is the city Budapest)

Minneapolis is a clean city. (The verb is is)

- 4.** Read the following sentences, and decide whether they are complete or incomplete.
Fix the incomplete sentences.

- | | |
|--|------------------------------|
| 1. Some food very spicy. | Complete / <u>Incomplete</u> |
| <hr/> | |
| 2. Many people enjoy going to the beach. | Complete / Incomplete |
| <hr/> | |
| 3. Like to watch the news at night time. | Complete / Incomplete |
| <hr/> | |
| 4. Is very bright in the afternoon. | Complete / Incomplete |
| <hr/> | |
| 5. I love to eat rice. | Complete / Incomplete |
| <hr/> | |
| 6. There clothes in the store. | Complete / Incomplete |
| <hr/> | |
| 7. Takes a nap every day. | Complete / Incomplete |
| <hr/> | |

- 5.** Write complete sentences using the following subjects and verbs.

- | | |
|---------------------|--|
| 1. My mother (love) | |
| <hr/> | |
| 2. The world (is) | |
| <hr/> | |
| 3. He (drive) | |
| <hr/> | |
| 4. I (watch) | |
| <hr/> | |
| 5. The market (has) | |
| <hr/> | |

Run-on Sentences

A **run-on sentence** is when two sentences are joined together without correct punctuation. Where a fragment sentence is too short, a run-on sentence is too long. One way to correct a run-on sentence is to make them into two, separate sentences.

Incorrect:

I received a letter it was from my sister.

Correct:

I received a letter. It was from my sister.

This first sentence was incorrect, and it should have been two sentences. Adding a period fixed this sentence.

6. Read the following run-on sentences and make them into two sentences.

1. Yesterday I went to the store I bought food.

Yesterday I went to the store. I bought food.

2. I used to eat eggs for breakfast now I eat cereal and milk.

3. I go to school I study at the library

4. My favorite shirt is red I wear it a lot.

5. She bought a new dress it is pretty.

6. The boy played with his toy he likes it very much.

7. The lion chased the animal he caught it.

Another way to fix run-on sentences is to put a comma and a connecting word. Look at this example:

Incorrect:

I went to the store I bought food.

Correct:

I went to the store, **and** I bought food.

In the correct sentence, a comma and the connecting word **and** were added. This makes a run-on sentence into a correct sentence.

Incorrect:

I don't like to clean it's not fun.

Correct:

I don't like to clean, **because** it's not fun.

A comma and the word **because** were added to fix the run-on sentence.

Common Connecting Words

and
because
but
then
yet
so
or
for
nor

7. Read the run-on sentences below. Correct them by adding a comma and a connecting word.

1. I went on a trip I had a lot of fun.

I went on a trip, and I had a lot of fun.

2. I am so tired I worked a lot this week.

3. He is very nice he helps people all the time.

4. I love surfing I spend a lot of time in the ocean.

5. The teacher was very busy he had a lot of exams to mark.

6. Greece is very beautiful it's a great country to visit.

8. Read the paragraph. Correct the three fragments and three run-on sentences.

My Day at the Market

I had an exciting day at the market yesterday. I went early in the day before lunchtime it was still very busy! I couldn't find a place to park my car. Had to park far away. After I walked ten minutes, I got to the store. Inside there were a lot of people! The place very full! I had a hard time trying to find the groceries that I wanted to buy. I bought a lot of vegetables and fruit I bought bread and some milk. After I grabbed all I needed, I went to the counter to pay. When I got there, I saw the line. It huge! There must have been twenty people waiting in line ahead of me. After I paid, which took thirty minutes, I left the store. It started to rain I had no umbrella. I ran as fast as I could had to step in a lot of puddles. I finally got to my car, and sat down in the seat. I was completely wet! My day at the market was not fun, but it sure was exciting!

- 9.** Write a paragraph about your best friend. Remember to use paragraph structure, and make sure your paragraph has unity and coherence. Also, make sure you don't have any fragment or run-on sentences.

[illegible]

UNIT 4

Descriptive Paragraphs

Descriptive Paragraphs

In a descriptive paragraph, the writer uses words to describe the idea of the paragraph. They use the words to create a picture so that the reader can see the topic that they are describing.

A Very Important Sari

On their way to New York on the plane, Shekar had discreetly began talking to his wife about what he wanted her to wear once they were in America. At the mention of the different clothes, she became very angry and left her seat. For his wife Prapulla, it was tradition that was important. She had always valued her sari. She would often wear it for special occasions, like weddings, and she had nothing else that she loved as much as it. The sari was made of blue silk, and had a silver border embroidered around it. She even remembered the day she had bought the sari. It was a week before her wedding, and the entire family had gone to the market to help her find the perfect dress. After looking for it all day long, she finally found it. It was the last one in the shop. The merchant explained that the person who had made the sari had just recently died, and that this was his last sari he had ever made. This perfect handmade sari was his parting gift to some lucky bride.

1. Write a T for true and F for false for each statement.

- _____ 1. Prapulla went shopping for her wedding sari with her family.
- _____ 2. Prapulla's wedding sari was made by hand.
- _____ 3. Prapulla's wedding dress was white.
- _____ 4. The man who made the sari told her she was lucky.
- _____ 5. The sari was the last one in the store.
- _____ 6. She bought the sari after her wedding.

2. Answer the questions about the paragraph in complete sentences.

1. How does Prapulla's husband want her to dress in America? Why do you think so?

2. What type of clothes do you think Prapulla wants to wear when she's in America?

3. Why is Prapulla's sari so important to her?

4. What do you think Prapulla should do? Should she wear Indian or American clothes?

- 3.** Write a six sentence paragraph about your favorite piece of clothing. Describe what it looks like, and explain why it is your favorite.

Brainstorming and Outlining

Brainstorming is thinking about different ideas. When writing, brainstorming helps to give the writer the ideas they will write about in their paragraph. Brainstorming is something you do before you begin writing.

4. Look at the chart below. Think of different items you own that you can add to the different categories.

Clothing	Jewelry	Electronics	Movies / Music	Other

5. Circle three items in the chart above that you might like to write about and write them below. Then describe those items to a partner.

1. _____

2. _____

3. _____

6. Now think of different words that you can use to describe items in the categories below. Add different adjectives that describe the items you added in exercise 4.

Clothing	Jewelry	Electronics	Movies / Music	Other

7. Select some of the descriptive words from exercise 5 and write five sentences about the items you circled.

Example: My grandmother's wedding ring is precious.

1. _____

2. _____

3. _____

4. _____

5. _____

Descriptive Paragraph Organization

Descriptive paragraphs describe a person, place or thing so that the reader can picture the item in their mind. As a writer, you want to give details to help the reader see what you are writing about. Here is how a descriptive paragraph is organized.

Topic Sentence

- The topic sentence introduces the topic that will be described.
- The topic sentence may also include the writer's feelings about the topic.

Supporting Sentences

- The supporting sentences give background information about the topic. Where did it come from? Why is it special?
- Supporting sentences also give descriptions about the topic. What does it look like? How big is it? How does it taste and smell? Depending on the topic, there can be a lot of different details that are described.
- They also can explain more about how the writer feels about the topic.

Concluding Sentence

The concluding sentence finishes the paragraph by reminding the reader about the idea of the topic.

8. Read the paragraph, then answer the questions.

My Grandfather's Car

I own a car that has a special meaning for me. The car was once my grandfather's car, which he bought when he was a young man. He saved up his money for a long time so he could buy it and use it to go on trips around the country. He finally bought Cadillac convertible, which was white and blue, and had silver trim all across the sides of it. There were white circles on the tires, and it had a powerful horn that was so loud that people jumped out of his way. The seats were white, and made of leather. It also had a big, white steering wheel. My grandfather took very good care of his car, and after he died my uncle gave it to me. I am very happy to have this car. I want to drive it across the country just like my grandfather did when he was young. I plan on taking good care of this car because it's very important to me. I've always wanted to have a car one, and it means even more to me because it was my grandfather's

1. Which of these sentences best describes the main idea of the paragraph?
 - A. The writer's grandfather travelled across the country in his Cadillac.
 - B. The writer likes Cadillac convertibles.
 - C. The writer has strong feelings about his grandfather's Cadillac convertible.
2. Which of the following does the writer **NOT** describe?
 - A. the car's appearance
 - B. the car's smell
 - C. the car's sound
3. Why is the car important to the writer?
 - A. It connects the writer to the grandfather
 - B. The writer likes expensive cars
 - C. The writer likes to go on trips.
4. Write three descriptive details about the cadillac.

5. What words or phrases does the writer use to describe their feelings about the car?

6. Underline the topic sentence.
7. Underline the concluding sentence twice.

Outline

An outline is a list of the information that is in the paragraph. An outline has the most important details of the paragraph.

An outline can be helpful to do before you write. This is a way to plan your paragraph so that you know what information you will want to add. You can then use your outline as a guide when you write your paragraph.

9. Complete the outline of the paragraph from exercise 8.

Topic Sentence

The writer describes _____

The writer's feelings about the item _____

Supporting Sentences

Background information about the item _____

Description of the item _____

The writer's feelings about the item _____

Concluding Sentence

Restated idea from the topic sentence _____

- 10.** Think of one of the items you described in exercise 7. Complete the outline using that item.

Topic Sentence

Item you will describe _____

Your feelings about the item _____

Supporting Sentences

Background information about the item _____

Description of the item _____

Details of your feelings about the item _____

Concluding Sentence

Restated idea from your topic sentence _____

- 11.** Write a rough draft about the item. A rough draft is an initial version of a paragraph or essay, and so you do not need to worry about making errors. Use the outline from exercise 10 to write your paragraph.

[illegible]

12. Read the paragraph and answer the questions.

My Special Treasure

My special treasure is a picture of my mother on her fifteenth birthday. This picture was always in my house when I was growing up. When I got married and moved to Montreal, my mother gave it to me so that I would always remember her. Now it is on my table next to my bed. I like to look at it and imagine my mother's life on the day the picture was taken. I think she was excited because her eyes are shining with happiness. Her smile is shy as if she was nervous for the picture. She is standing next to a rose bush, which is taller than her. She is wearing a beautiful white dress which has big blue circles on it, as well as pretty black shoes. Her hair is long and curly, and she has a big bow on the top of her head. She also has a necklace around her neck, which has a big circle on the end of it. She looks lovely in that place, and I feel calm and peaceful when I look at her. The picture of my mother is my most valuable possession.

1. What is the special treasure?

2. What are the writer's feelings about the treasure? Why?

3. Who gave the writer the treasure?

4. What words does the writer use to describe the treasure?

5. Underline the topic sentence. What is the author describing?

6. In which part of the paragraph does the author describe how they got the picture? Is it in the first part, the middle part, or the last part?

7. In which part of the paragraph does the author describe what the picture looks like? Is it in the first part, the middle part, or the last part?

8. In which part of the paragraph does the author describe her feelings about the picture? Is it in the first part, the middle part, or the last part?

Specific Language

In a descriptive paragraph, the writer should use **specific language**. Specific words makes it easier for the reader to understand and picture the idea of the paragraph. The more specific the writing is, the more information it has.

Look at these examples of both non-specific and specific language:

Non-Specific Language

We heard a noise.

The man had a car.

I smelled food.

Specific Language

We heard the sound of glass breaking.

The man had a big, blue Land Cruiser.

I smelled cooked goat and rice.

In the non-specific language column, the sentences are too general. There is not enough information for the reader to know what type of noise, car or food is being described. In the specific language column, the information is more specific, and lets the reader know that the noise is breaking glass, the car is a blue Land Cruiser, and the food is goat and rice. The reader now knows a lot more information about the topic.

In descriptive paragraphs, the writer wants to paint a picture that the reader can see as they read it. The more information the writer adds, the better and clearer the picture is.

13. Read the following pairs of sentences. Put an **X** next to the sentence that is more specific.

1. ____ A. I like to wear jewelry.
____ B. I like to wear blue and silver jewelry.
2. ____ A. My best friend gave me a novel by Fyodor Dostoevsky.
____ B. My best friend gave me a book.
3. ____ A. My sister has a big umbrella.
____ B. My older sister has a big yellow umbrella.
4. ____ A. My house has a lot of furniture.
____ B. My house has a lot of tables and chairs.
5. ____ A. Steve has a laptop.
____ B. Steve has a computer.
6. ____ A. Jordan is a beautiful country.
____ B. It is a beautiful place.
7. ____ A. The woman is wearing glasses.
____ B. The woman is wearing reading glasses.

14. Rewrite the following sentences. Make the underlined words and phrases more specific.

1. I bought a pair of shoes.
I bought a pair of brown, leather shoes.

2. Maria found some jewelry in a box.

3. My mother gave me some money.

4. I like the clothes I bought today.

5. My father enjoys making things.

6. My grandparents like to travel to different places.

7. We always eat vegetables for dinner.

- 15.** Read the paragraph. Underline five words or phrases that are not specific. On the lines below, rewrite those sentences with more specific information.

My Lost Treasure Box

When I left my home town, my relative gave me a special box. She said that I could use the box to keep my special treasures. The box was made out of a pretty material, and it was painted a bright color. When I opened it, It played a pretty song. I kept this box on my dresser and I used it to store many things. Unfortunately, I lost this box when I moved to a different city. I loved that box, and I will always remember the relative who gave it to me.

Example: When I left Cairo, my relative gave me a special box.

1. _____

2. _____

3. _____

4. _____

5. _____

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Adjectives in Descriptive Writing

Adjectives are words that describe nouns. Adjectives tell us what the noun looks like, how big or small it is, what it smells like, what it sounds like, and many other things. In descriptive writing, it is very important to use adjectives. The more adjectives the writer uses to describe the topic, the better picture the reader will have of the topic.

Read the following sentences. Notice how adjectives help to describe nouns.

No Adjectives

I have a shirt.

There was a goat.

—————>

—————>

With Adjectives

I have a big, red, short-sleeved shirt.

There was a smelly, loud goat.

If the noun is singular, the adjective will have **a/an** or **the** before it.

I have **a small** brother.

He wants **the big** book.

Adjectives can also come after the verb **be**. Look at these sentences with and without the verb **be**.

Without be

I have comfortable shoes.

She has a serious dad.

—————>

—————>

With be

My shoes **are** comfortable.

Her dad **is** serious.

17. Underline the adjectives in the following sentences.

1. I like to drive my small, comfortable car.
2. It has broad, green leaves and delicate, white flowers.
3. My friend is helpful and generous.
4. The enormous building was sturdy and impressive looking.
5. The phone was not expensive.
6. The book was thick and full of difficult words.
7. I want to buy a new dress, because my old dress ripped.
8. He has a very nice family, and his father is hilarious.

18. Add two or three adjectives to each of the following sentences.

1. My umbrella is like a friend.

My big, yellow umbrella is like an old friend.

2. I love my job.

3. The teacher has many students.

4. The boy and his friend went to the store.

5. She has two children.

6. We need to move all of our things to our house.

7. They went to the restaurant and bought food.

19. Complete each of the following sentences using the verb be and two adjectives.

1. My mother is very nice and helpful.

2. My classmates

3. My parents

4. My friend

5. My neighbors

6. My sibling

7. My cousin

8. I

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UNIT 5

Example Paragraphs

Example Paragraphs

An example paragraph is a type of paragraph where the writer gives examples to explain the topic. The writer will use multiple examples to help the reader understand what they mean.

Mr. Ravioli

My daughter Olivia has an imaginary friend whose name is Charlie Ravioli. Olivia, who is three years old, is growing up in Manhattan, and so Charlie Ravioli has a lot of local characteristics. For example, he lives in an apartment. Like most people in New York City, Mr. Ravioli's apartment is in a very tall building. Another example of Charlie's local characteristics is that he eats local food, like grilled chicken, fruit, and pizza. But the most peculiar local trait that he has is that he is always busy! Olivia tells me that her imaginary friend can never spend time with her because he is always doing something else. She uses her toy phone and pretends to talk to Charlie Ravioli, and asks if he can come to our house. When she is finished, I ask her if he is coming over, but she says, "No. He is too busy today."

1. Put a **T** for true and **F** for false for each sentence.

- _____ 1. Olivia is three years old.
- _____ 2. Charlie Ravioli is a real person.
- _____ 3. Olivia plays with Charlie every day.
- _____ 4. Charlie Ravioli is very different from most New Yorkers.
- _____ 5. Olivia usually talks to Charlie in person.
- _____ 6. Charlie eats a lot of the same food as other people in New York.

2. Answer the questions about the paragraph.

1. Who is Olivia?

2. Who is Charlie Ravioli?

3. Is Charlie Ravioli a typical New Yorker? Why do you think so?

4. Why do you think Olivia would give Charlie Ravioli characteristics that are similar to people who live in New York?

Structure of an Example Paragraph

In an **example paragraph**, the writer will give examples that support and explain their **controlling idea**. These examples help the reader understand what the author means. These examples will also help to show what the author thinks and how they feel about the topic.

Look at this topic sentence:

My city is a very interesting place.

The writer says that their city is interesting, but doesn't say why it is interesting. In an example paragraph, the writer explains what they mean. Look at these sentences that give the first example of what the writer means when they say their city is interesting:

For example, there are people from all over the world who live there. There are so many different types of cultures there, so you can hear many different languages spoken by people on the streets, as well as eat many different cultural foods.

In these sentences, we can see that one reason the writer's city is interesting is that it has many different cultures, languages, and food. As you can see, the writer also gave an explanation of their example to give more information about their example. This has helped us to understand what the author meant in their **topic sentence**.

There are many phrases that writers use to separate the different examples. Here are some of them:

For example,
For instance,
One reason
Another example,
One more instance,
One last example,
The last example is
One last reason
Finally,

3. Read the paragraph and answer the questions.

My Dream Job

Being a doctor would be a wonderful job. For example, you can do a lot of good and help many people as a doctor. A doctor sees a lot of people who are hurt and injured. A doctor helps these people so that they stop hurting and begin to heal. They also help people who have diseases, and can assist in curing them. Another example of how a doctor would be a good job is that you can learn very valuable information. A doctor needs to know a lot about medicine, the human body, and different diseases and sicknesses. This knowledge can be very useful and help you to understand a lot of the world around you. You can also help to teach other people all that you have learned. One more reason why being a doctor would be a great career is that it is very important and needed. Every city needs hospitals and clinics, and so there are many places for a doctor to work at. After you finish medical school, you have a lot of options of places to work. People always need doctors, so there will always be opportunities to work. One last reason is that it is a good paying and stable job. Doctors do make a very good salary, and so you are able to provide for your family. You won't need to worry about money anymore if you are a doctor. Being a doctor is a great career, and these are just some of the examples of why I want to become one.

1. What is one reason that the writer wants to be a doctor?

2. What phrases does the writer use to separate their different examples?

3. What valuable information does the writer say a doctor learns?

4. What reason does the writer give that is 'very important and needed'. Why does he say this is? What reasons does he give?

4. Read the following topic sentence. Then write one example, with two more sentences to support it.

Finishing university is very important to me.

5. We often use adjectives to describe people and their characteristics. Look at the adjectives below, and choose five that describe you. Then write why each one describes you.

active	athletic	boring	busy
compassionate	confident	courageous	creative
difficult	flexible	fun	generous
hardworking	healthy	intelligent	organized
proud	shy	stubborn	helpful

1. I am energetic. For example, I love to be very active and play sports. I do not
not like sitting around my house, but I love being outdoors and in nature.
2. _____

3. _____

4. _____

5. _____

6. _____

6. Look at the adjectives you used in exercise 4, and choose one of that you want to write about. You will use this adjective to write about yourself and your life.

Topic Sentence

I am a/an _____ person

Supporting Sentences

1. What experiences have you had to show that you are a/an _____ person?

2. What activities do you do that shows you are a/an _____ person?

3. How do you feel about this characteristic? Is it good that you are that type of person? Why or why not?

Concluding Sentence

3. Write a concluding sentence.

7. Look at the title of this paragraph. What do you think 'Like a Mule' means?

Read the paragraph and answer the questions.

Like a Mule

I am a stubborn person. My friends and family are sure that this is true because they have a lot of experience with me. For example, I do not take advice from people. When I was looking for a job, I could only find one place to work at. Even though it wasn't the job I wanted, my mother said that I should take the job. But I was stubborn, and I didn't take her advice, and continued looking for a different job. Also, I do not change my mind easily. For example, when I bought my car, I wanted it to be white. The car dealer didn't have white, they only had red, blue, green, and black. Instead of buying one of those cars, I waited a long time until I could find a white one at a car dealer far away. Also, I always defend my opinions. For example, If someone tells me that I am wrong when I know I am right, I will always defend myself and explain to them why they are wrong. Because of this, I get in a lot of arguments with people. My life might not be easy because I am stubborn, but I am proud to be a strong person.

1. What are the three ways in which the writer is stubborn?

2. Why does the author say their life 'might not be easy'?

3. Write one example that shows the writer's stubbornness.

4. What does the author include in the concluding sentence that is not in the supporting sentences?

5. Does the writer enjoy being stubborn? Why do you think so?

- 8.** Write an outline for a paragraph using the adjective you wrote about in exercise 5.

Topic Sentence

I am a/an _____ person.

Supporting Sentences

Example 1: _____

Example 2: _____

Example 3: _____

Concluding Sentence

Restate the idea from the topic sentence. _____

9. Read the paragraph and answer the questions.

My Game

I am an athletic guy. I like to watch sports on television, but I love playing sports even more. My favorite sport is football because it requires teamwork. I enjoy working with other players as a team. On my team I play forward because I am aggressive and I am good at scoring goals. The league I play in is very serious, so I have to be hardworking and keep my body in good condition. My team has regular practices, and we often practice special plays. Sometimes we even travel to other cities to play the teams there. Basketball is another sport that I enjoy playing. I often play with my friends, although I don't play on a team. My friends and I just like to have fun when we play, and we aren't very serious. I also like swimming. I don't swim in any competitions, and I mainly swim so that I can be in good shape for football. Playing sports is what I enjoy doing most, and I feel very happy when I am playing them.

1. What is the author's favorite sport? Why do you think so?

2. What type of player is he in football? What adjectives does he use to describe himself?

3. Why does the writer like football?

4. What other sports does the author play?

5. Do you think the writer is athletic? Why?

Using Examples

Examples need to be specific and clear. Look at this topic sentence:

Topic Controlling Idea
My mother is a good neighbor.

Now read these supporting sentences. They support the controlling idea, and are specific and clear.

She always invites people from our neighborhood over for dinner.

Every year she hosts holiday parties for the entire neighborhood.

Now read these sentences. They **do not** support the controlling idea:

She enjoys gardening. (This is not related to the controlling idea)

She is a wonderful neighbor to have. (This repeats the topic sentence)

Make sure your examples are specific and clear, and that they are related to the topic sentence.

10. Read the following sentences. Put an X next to the examples that support the topic sentence in the most specific way.

1. To become a good writer, a student should write often.

_____ A. For example, they should try to write every day because writing is important.

 X B. For example, they should keep a personal journal and write in it every evening before they go to bed.

 X C. For example, she could find a friend to write emails to.

2. Living in a big city is challenging in many ways.

_____ A. People who live in large cities pay a lot of money for their homes.

_____ B. It is difficult to live in big cities because of the lifestyle in those cities.

_____ C. People who live in large cities have to deal with a lot of traffic.

3. My sister is a very smart person.
- _____ A. For example, she is very intelligent.
- _____ B. For example, she always gets good grades in school.
- _____ C. For example, she knows so much about science and medicine, and
can answer almost any question!
4. The school offers a lot of opportunities to its students.
- _____ A. For instance, there are many clubs and organizations that the
students can join.
- _____ B. For instance, the school tries to help its students.
- _____ C. For instance, the school has a career counseling service to give advice
to their students.
5. The world is becoming smaller.
- _____ A. It is easy to see that many things are changing in the world.
- _____ B. New forms of communication make it easier to talk to people all over
the world.
- _____ C. You can easily get from one country to another country by plane.

11. Read the following sentences. Change the example to make it more specific.

1. I have a very patient brother. For example, He never gets angry.
For example, he doesn't get angry when he is driving, even when people drive slowly.

2. My doctor is a very caring person. For instance, he is nice to his patients.

3. My neighbors are very noisy. For example, I can't sleep at night because they make noise.

4. My friend has a great sense of humor. For example, she always makes me laugh.

5. My nephew is very naughty. For instance, he is often getting in trouble.

6. My friend is very talented. For example, she can do many things.

12. Write two examples for each topic sentence. Make sure your examples are specific and clear.

1. My friend loves animals.

She takes care of several different types of animals at her home.

If she sees a hurt animal, she will try and help it.

2. I am a busy person.

3. There are many things to see in my city.

4. Mobile phones are useful for many different things.

5. My neighbors are very generous.

6. There are many different types of food that I like.

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Describing Yourself

When you describe yourself, your habits and traits, you use the **simple present tense**.

I **wake up** early every day.
I **teach** at a small school.

Also, you use simple present when you write about general truths and specific facts.

Babies **are** a great blessing.
The United Nations **consists** of many countries.

When the subject is **first person** (I, We), **second person** (you), or **third person plural** (they, the boys), use the base form of the verb.

I **love** to eat food.
You **run** fast.
The boys **play** football a lot.

When the subject is a **third person pronoun** (he, she, it), a **singular name** (Maryam, Beirut), or a **singular noun** (my friend, the girl), add -s or -es to the base form of the verb.

She **makes** amazing food.
Maryam **likes** to sing a lot.
My friend **studies** at the local university.

To form negative statements, use **do/does + not + base form of the verb**.

I read my book every day.	I do not read my book every day.
Ali goes to school.	Ali does not go to school.

14. Complete these sentences by describing people you know.

1. My father _____
_____.
2. My cousin _____
_____.
3. Most of my classmates _____
_____.
4. My best friend _____
_____.
5. The children in my neighborhood _____
_____.

Subject-Verb Agreement

A verb must agree with the subject. **Singular subjects** (he, tree, John) must have a singular verb (is, drives, takes). **Plural subjects** (they, cars, students) must have plural verbs (are, drive, take). Look below at these examples:

Singular Subjects

He **is** kind.
The car **drives** quickly.
John **takes** classes online.

Plural Subjects

They **are** kind.
Cars **drive** quickly.
The students **take** classes online.

If the verb follows two or more nouns, then use a plural verb.

Fatima and her sister **live** in Riyadh.

If the noun is talking about a group, then use the singular verb.

The class **studies** everyday.

15. Complete each sentence using the correct form of the verbs below. .

cook/cooks	practice/practices	own/owns
play/plays	do not work/does not work	receive/receives

1. The team _____ at the stadium each morning.
2. My brother _____ a new car.
3. Nura and Julia _____ breakfast together.
4. My sister and her husband _____ on the weekends.
5. The business _____ applications everyday.

16. Read the paragraph and correct the mistakes by using the present tense. There are ten mistakes.

My Talented Sisters

My sisters are both talented people. Vanessa and Rita is musicians. Vanessa is a piano player and Rita play the guitar. They are students at The High School for Performing Arts. Vanessa and some other girls in her class is guest performers at events nearly every weekend. This are good practice for them because they wants to play professionally one day. My other sister, Rita, is younger than Vanessa. She is not ready to preform yet, but she play the guitar very well. She usually perform at family parties. They works hard. Every day when they comes home, they are tired, but sometimes the play music for us at home. We feels lucky to have such talented people in our family.

[illegible]

UNIT 6

Opinion Paragraphs

Opinion Paragraph

A writer uses Opinion Paragraphs to express their feelings about a topic. The writer explains why they agree or disagree with the topic, and gives reasons to persuade the reader to agree.

1. Read the paragraph and answer the questions.

A Wonderful City

It would be hard to find a city as wonderful as Seattle. It is positioned in a perfect location. There are gorgeous mountains that surround the city, like the Cascade and Olympic Mountains. There are also many lakes around Seattle, like Lake Washington, which is very big and pretty. If you go there, you will see a spectacular view of the area. On the other side of the city is the Puget Sound, which is an inlet of the Pacific Ocean. It is incredible how much water there is in the city. Seattle also has many amazing buildings in it. The Space Needle is a very tall building, and when you go to the top you can see all of the city. It is a very unique and modern building, and is one of the largest in the United States. But the tallest building in the city is called the Columbia Center. It is a very interesting and pretty black building. Seattle also has an amazing fishing industry, and a lot of fish markets where you can buy your favorite seafood. There are also many professional sports teams in the city, so you can go and watch your favorite sports being played there. The city also has a great climate, and is perfect to live in. In my opinion, Seattle is one of the best cities in the world.

Put a **T** for the true statements and a **F** for the false statements.

- _____ 1. There are beautiful views of mountains and lakes in Seattle.
- _____ 2. The city only has one mountain range.
- _____ 3. The Space Needle is the tallest building in the United States.
- _____ 4. There is more than one professional sports team in the city.
- _____ 5. The writer does not like the climate of Seattle.
- _____ 6. The Puget Sound is an inlet of the Atlantic Ocean.
- _____ 7. The writer thinks that you would like Seattle if you went there.

2. Answer the following questions in complete sentences.

1. What are some of the natural features of the land around Seattle?

2. What is something you could do if you visit Seattle?

3. Does Seattle sound like a big city or a small city? Why?

4. How can you tell that the writer likes Seattle?

5. Would you like to visit Seattle? Why or why not?

- 3.** What do you look for in a city? What would make a perfect city for you? Write a paragraph about the different features and characteristics of a city that you would like to live in. What type of jobs, housing, transportation, or food does it have? What does it look like? What is the environment like? What entertainment does it have?

[illegible]

4. Write three cities that you would like to live in. Then give three reasons for each one.

City	Reasons
1.	
2.	
3.	

5. Look at the phrases in the categories below. Then write six sentences about cities you'd like to visit using the words below.

Attractions	Nature	Food	Shopping
Museums	Mountains	Restaurants	Malls
Architecture	Beach	Cultural foods	Markets
Historical places	Trees	Desserts	Bazaars
Parks	Lakes	Coffee/Tea Shops	Souvenirs

Example: Sydney has a scenic skyline.

Opinion Paragraph Organization

In an **opinion paragraph**, the writer explains their opinion about a particular topic. The writer tries to persuade the reader to agree with them. Here is how an opinion paragraph is structured:

Topic Sentence

-The topic sentence introduces the topic and tells the reader the writer's opinion.

Example: Starting a business is too difficult for most people.

Supporting Sentences

-In the supporting sentences, the writer gives reasons to support their opinion.

-The writer uses **facts**, **explanations**, and **personal experiences** to support their opinion.

Example of Fact: Many businesses fail in their first year, and most don't make it past two years.

Example of Explanation: There are so many difficulties in managing a business, that it takes a certain type of person who has many different types of skills.

Example of Personal Experience: I have worked with many people who started a business, and I saw how hard it was for them, and how much stress their businesses gave them. They had so many different responsibilities!

Concluding Sentence

-The concluding sentence restates the topic and the writer's opinion.

-The concluding sentence can also summarize the main reason for the author's opinion.

Example: Starting your own business is very difficult, and you will need a lot of expertise, hard-work, and luck to make it succeed.

6. Read the paragraph and answer the questions.

Vietnamese Paradise

In Vietnam, the best place to spend a vacation is the beautiful mountain city called Da Lat. For many reasons, this city has the perfect atmosphere to have a break and get refreshed and renewed. First of all, the scenery provides a beautiful setting for walking and talking. The climate is pleasant all year round because it is high above the ocean. Sometimes fog comes in and the city becomes very mysterious looking. At other times, the sun shines, and Da Lat is cheerful and lively. There are beautiful gardens and French architecture. You can walk along the streets in the shade of the tall trees, or sit in the flower parks. In addition, Da Lat is very fashionable. There are excellent hotels that have special rooms with candles and beautiful decorations. Also, the streets are full of activity, so you can go to one of the stylish restaurants that are open until late at night. The lights are soft, and the music is wonderful. Lastly, Da Lat is located in one of the most gorgeous places in the world. It is situated high in the mountains. There are many waterfalls that are found very near to the city. Also, there are many farms and fields, which help to provide a wonderful environment unlike anywhere else. Da Lat is the Vietnamese people's first choice for a vacation because it has lovely natural scenery, many beautiful places to stay, and exciting things to do.

1. What is the climate like in Da Lat?

2. What activities can you do in Da Lat?

3. What does the city look like?

4. What can you do at night in Da Lat?

5. What does the nature around Da Lat look like?

6. Would you like to go on a vacation in Da Lat? Why or why not?

7. Answer the following questions about the 'Vietnamese Paradise' paragraph.

1. Which of the following statements best describes the main idea of the paragraph?

- _____ A. Da Lat is the perfect place for a vacation.
_____ B. Da Lat is a popular place for a honeymoon.
_____ C. Da Lat is a great place to live in.

2. Which of the following reasons does the writer give to support their opinion? Select all that are used.

- _____ A. the climate
_____ B. the scenery and architecture
_____ C. transportation
_____ D. shopping
_____ E. nature

3. What statement best describes the concluding sentence?

- _____ A. a description of the climate of Da Lat
_____ B. a summary of the main reasons why Da Lat is a great place for a vacation
_____ C. a summary of the writer's vacation in Da Lat

8. What problem do you believe is the most important for your country right now? Write the problem, and list three reasons why you think it needs to be worked on.

Problem	Reasons

9. Use the information you wrote in exercise 8 to write an outline.

Topic Sentence

Write the topic and your opinion about it

Supporting Sentences

What are some reasons for your opinion? List causes of the problem, results of the problem, and reasons why you believe it is a problem.

Concluding Sentence

Restate your opinion. Comment on it, or summarize your main reasons.

10. Read the paragraph and answer the questions in complete sentences.

Get Me Out of Here

Although many people say there are great opportunities in a big city, the life here is not good for me. First, people do not have enough free time because they are too busy with work and appointments. Parents and their children do not come home to eat lunch together. Some employees go to work before the sun comes up and return home after dark. Because of their schedules, families only spend time together on the weekend. Second, driving is necessary. Everyone must use a car to go to school, to work, or to the store. I have to drive my children to school, and after school we go to soccer practice or to other activities. Because there is usually a lot of traffic, I have a lot of anxiety when I drive. Third, the cost of living is very expensive. Like many families, my family lives in an apartment because we cannot buy a house here. Houses are just too expensive! Also, people must spend a lot of money on entertainment. A visit to the aquarium costs twenty dollars for each ticket. In the future, I hope I can live in a small town with friendly people. I want a house, a garden, and a peaceful life. Maybe if I am lucky, my dream will come true, and I will move to a small town.

1. How does the writer feel about big cities? Why do you think so?

2. What are three main reasons the writer gives to support their opinion?

3. What are things that the author must do that they do not like doing?

4. Where does the writer want to live?

5. Do you agree with any of the writer's points?

6. Would you prefer to live in a big city or a small town? Why?

Using Reasons

There are usually many different opinions about a particular topic. Because of this, writers must give reasons for their opinions in order to convince the reader. As we talked about earlier, these reasons come in the form of **facts**, **explanations**, and **personal experiences**.

A **fact** is a piece of information that is true. In an opinion paragraph, we can use scientific, historical, or other types of facts.

An **explanation** helps the reader understand why the writer holds an opinion. It gives more information by explaining the writer's feelings about the topic.

An **experience** is something that has happened to someone. If it is **personal**, then that experience has happened to them. Writers use experiences to show how it has affected them and caused them to hold the particular opinion.

Look at these examples of each:

Opinion: You have to be tough to live in Russia.

Fact: Winters in Russia are cold.

Explanation: It is not easy to deal with those cold, winter days, and it's difficult to adapt to them.

Experience: While walking to school one day, my cousin wore three jackets.

11. Read each opinion and the reasons that support it. Write Fact, Explanation, or Experience next to each reason.

1. Tokyo is the most technologically advanced city in Asia.

_____ A. In Tokyo, almost everyone has a cell phone with wifi.

_____ B. I rode the subway in Tokyo for many years, and it never broke down.

_____ C. In Tokyo, there is technology everywhere, much of which you cannot find anywhere else in the continent.

2. Australia has the best beaches in the world.

_____ A. I have never been anywhere like the beaches in Australia, nor have I seen such beautifully blue and clear water.

_____ B. People from all over the world go to the beaches in Australia every year.

_____ C. Because of the beauty of its beaches, the amazing sea life in the water, the wonderful beach resorts, and activities you can find there, Australian beaches are the best the world has to offer.

3. There is no better city than Istanbul.

_____ A. People in Istanbul are very friendly, and they were very helpful to me whenever I needed help or directions.

_____ B. Istanbul was a historically important port city on the Black Sea.

_____ C. Istanbul is so beautiful, unique, and peaceful, that no other city can compare to it.

4. Germany is a wonderful place to visit.

_____ A. There are so many different places to travel, and there are so many beautiful locations to see in Germany.

_____ B. I think my favorite vacation I've ever been on was to Germany, because there were so many memorable and incredible places that I saw there.

_____ C. Germany has many cities in it, which have a slightly different culture depending on where they are located.

12. Finish each sentence by putting the name of a city you know. Then for each sentence, add on reason (fact, explanation or experience) to support your opinion.

1. I do not want to live in Paris because of the high cost of living.

Although it is very beautiful, Paris is such an expensive city to live in, and I'd have to
work a lot to earn enough money to afford an apartment.

2. In my opinion, _____ has some of the friendliest people.

3. I believe that _____ is very beautiful place to live.

4. _____ is a good place to raise a family.

5. I don't think there's a city which has more incredible architecture than _____.

- 13.** Use your outline from exercise 9 and write a rough draft about what you believe is the most important problem in your country.

[illegible]

Using *There is/There are*

Writers often use **there is** and **there are** to introduce facts. Look at these examples:

There are many tall buildings in Lagos, Nigeria.

There is a small village in the mountains near Mexico City.

There are no mosquitoes at this altitude.

There is/There are is followed by a noun phrase. If the noun is plural, then use **there are**. For all other nouns, use **there is**.

There are tall trees lining the streets of Da Lat. (plural noun)

There is a lake near the city. (singular noun)

There is water coming from the mountain. (noncount/uncount noun)

To make it negative, put no after **there is/there are**.

There is no snow.

There are no chairs.

14. Complete the sentences by using *there is* or *there are*.

1. There _____ is _____ a beautiful flower in the garden.
2. There _____ a lot of music in the streets.
3. There _____ many museums.
4. There _____ not many cars on the road.
5. There _____ no airport in my city.
6. There _____ not much wind outside right now.
7. There _____ a big lion outside the tent!
8. There _____ pens in the box.
9. There _____ food at the store.
10. There _____ sugar in the tea.

15. Rewrite the following sentences using **there is/there are**.

1. Bad weather is not in the southern part of the country.

There is no bad weather in the southern part of the country.

2. Houses are not on the island.

3. Colorful birds are in the jungle.

4. Many international restaurants are downtown.

5. Many shops are near the beach.

6. A lot of good seafood is along the coast.

16. Complete these sentences with your own information using **there is/there are**.

1. In my city there is _____.

2. At my school, there are _____.

3. There are _____ in my family.

4. There is _____ in the market.

5. At my house there are _____.

6. There are no _____ here.

7. In the city there is no _____.

- 17.** Write a final draft of your paragraph about the biggest problem in your country. Make sure to edit your paragraph, and use all that you've learned so far.

[illegible]

SPEAKING & PRESENTATION SKILLS

Group Discussions

Group Discussion 1 - A Soldier's Lie

The Story

Once a soldier asked his commanding officer for a day's leave to attend his sister's wedding. The officer asked him to wait outside the door for a few minutes while he considered the request. The officer then called the soldier back in and said, "You are a liar. I've just phoned your sister and she told me she's already married." "Well, sir, you're an even bigger liar," the soldier replied, "because I don't even have a sister."

Vocabulary Practice

- | | |
|--------------------------------------|----------------------------------|
| 1. 'Leave' here means | 2. To 'attend' here means to ... |
| A. going out from a place | A. take care of |
| B. one part of a tree | B. pay for |
| C. permission to be absent from work | C. be present at |
| D. asking a person for some money | D. look at |

Questions for Discussion

1. Why did the soldier tell the officer a lie?
2. Why did the officer tell the soldier a lie?
3. Can you remember telling such lies?

Proverb

Lying and stealing are next door neighbours.

Group Discussions

1. In Somali culture, is it okay or bad to lie?
2. Is it ever okay to call someone a liar?
3. How do you feel when someone lies to you? Why?
4. How do you know if someone is telling you a lie?
5. What kinds of problems do lies bring?
6. Which jobs do people tell the most lies in?
7. Are there any traditional Somali stories about people who lie? Talk about these.

Group Discussion 2 - Beggar Replacement

The Story

The doorbell rang, and the housewife answered it. She found two beggars outside. "So, you're begging in twos now?!" she exclaimed. "No, only for today," one of them replied. "I'm showing my replacement the ropes before going on holiday."

Vocabulary Practice

1. A 'beggar' is a person who.....
 - A. sells food and clothes
 - B. has no money
 - C. asks for money
 - D. does the housework
2. To 'exclaim' means to.....
 - A. say something kindly
 - B. say suddenly and loudly
 - C. walk quickly
 - D. look angrily
3. A..... is a person that you put in place of yourself or another.
 - A. beggar
 - B. rope
 - C. housewife
 - D. Replacement
4. 'Ropes' here means
 - A. the rules and customs in a place or activity
 - B. pieces of strong thick cord
 - C. people you probably meet in a special place
 - D. houses which are expensive

Questions for Discussion

1. This joke is telling us something about beggars. What is it?
2. Is it good to be a begger?
3. Is it good to help beggers?

Proverb

Never beg for that which you have the power to earn.

Group Discussions

1. Is it always good to give to beggers?
2. How do you know if a begger is really in need?
3. Would you rather give money to beggers who are male, female, or children?
4. Do you think the Somaliland Government should help beggars more?
5. How do you think poverty can be decreased in Somaliland?
6. How can poverty be decreased in the world?
7. Are there more important things than poverty? What are they?

Group Discussion 3 - Wedding Gifts

The Story

Jack and his bride were opening their wedding gifts. After unwrapping each package, Lisa would exclaim enthusiastically, "We really need these towels" or "We'll enjoy eating off these pretty plates." Then she opened one very large box. It contained a vacuum cleaner. "Jack," Lisa said, "look what you've got."

Vocabulary Practice

1. To 'unwrap' means to
 - A. fasten
 - B. break
 - C. open
 - D. Write
2. 'Enthusiastic' means
 - A. quite angry
 - B. indifferent
 - C. with great interest
 - D. showing disliking
3. Another word for 'vacuum cleaner' is
 - A. electric fan
 - B. cleaning machine
 - C. Hoover
 - D. electric machine

Questions for Discussion

1. What is funny about this story?
2. Who do you think should clean the home in the family? Why?
3. Do the males do any housework in your family?

Proverb

Men are from Mars, women are from Jupiter.

Group Discussion

In your country:

1. What are the responsibilities of a father to his family?
Are Somaliland men good at doing these things?
2. What are the responsibilities of a mother to her family?
Are Somaliland women good at doing these things?
3. Are there different expectations for sons and daughters?
4. What jobs can women not do and what jobs can men not do? Why?
5. Are men and women equal in intelligence?
6. Who do you think has the easier life – men or women?

Group Discussion 4 – A Peaceful Fight

The Story

A young housewife told me: "My husband and I never argue, no matter how angry we may be. Instead we sit down and rationally discuss both sides of the dispute. Then I make a list of all the crockery I intend to smash."

Vocabulary Practice

- | | |
|--|---|
| 1. 'Rationally' means
A. silently
B. angrily
C. not foolishly
D. very quickly | 3. 'Crockery' means
A. paper money
B. ice-cream
C. cups, plates, etc.
D. washing machine |
| 2. 'Dispute' means.....
A. fight
B. wife
C. list
D. talk | 4. 'smash' means to
A. write something down
B. clean something in hot water
C. drop something and break it
D. put something back |

Questions for Discussion

1. What do you think of the couple?
2. Why should the lady smash crockery?
3. Do you know a better way to settle a dispute?

Proverb

Peace cannot be achieved through violence, it can only be attained through understanding.

Group Discussion

1. Is it ever a good thing to fight? Why?
2. What reasons do people have for fighting?
3. What reasons to countries have for fighting?
4. Who is a famous peacemaker you know? What did they do?
5. Why is peace important?
6. Is it okay to fight with your husband or wife?

Group Discussion 5 - The Best Accountant

The Story

An accountant answered an advertisement for a job with a large firm. At the end of the interview the chairman said, "One last question: What is three plus seven?" The accountant thought for a minute and replied, "Eleven." Once he was outside, he thought about the question and realized he gave a wrong answer! He should have said ten! A fortnight later, however, he was offered the job. After a few weeks of working at the firm, he asked the chairman why he had been appointed when he had given the wrong answer. "You were the closest to the right one," the chairman replied.

Vocabulary Practice

1. An 'accountant' is a...
 - A. person who wants a job
 - B. machine which adds and deletes
 - C. person who keeps money records
 - D. company manager
2. 'Firm' means...
 - A. strong person
 - B. business owner
 - C. shop manager
 - D. important decision
3. A 'fortnight' is...
 - A. one month
 - B. one year
 - C. twenty days
 - D. two weeks
4. 'Appoint' means...
 - A. interview someone
 - B. choose a person for a job
 - C. call a person to come
 - D. Let a person visit a place

Questions for Discussion

1. What did the chairman mean by the last sentence?
2. Why are accountants important?

Proverb

If a job is worth doing, it is worth doing well.

Group Discussion

1. What is the best job in Somaliland? Why?
2. What is the most needed job in Somaliland?
3. Do you think there are good job opportunities for students after University?
4. If you want to get a job, what do you have to do?
5. Are there any people who aren't good in their jobs?

Group Discussion 6 - My Landlady's Cat

The Story

While I was a student, I lived at a boarding-house. The landlady was a good cook, and we always ate fish for dinner. I eventually got tired of eating fish every day, and started putting my fish under the table, where the family cat would then devour it. This was going well until one day I asked my landlady about her cat. She said to me, "My cat was run over by a car three weeks ago."

Vocabulary Practice

1. A 'boarding-house' is a...
 - A. a building which is near the sea
 - B. a very expensive hotel
 - C. a house that gives a room and food
 - D. a kind of school
2. A 'landlady' is a woman who is...
 - A. old
 - B. keeps a boarding-house
 - C. has a lot of money
 - D. only looks after her family
3. To 'devour' is to...
 - A. look at something angrily
 - B. play with something
 - C. throw something away
 - D. eat something hungrily
4. To 'run over' means to...
 - A. hit something while running
 - B. drive over something
 - C. take something away
 - D. steal something

Questions for Discussion

1. What point is funny in the story?
2. What would you do if you were the student?

Proverb

Gluttony kills more than the sword.

Group Discussion

1. Is it good to eat at other people's homes?
2. If you are a guest at someone's home and don't like the food what would you do?
3. What is the best food you can give to someone who visits you?
4. Is it okay to eat too much? What problems does this bring?
5. Would you rather be a guest or welcome a guest? Why?

Group Discussion 7 - The Late Businessman

The Story

The businessman had booked himself in for the night in a small hotel, but due to his lengthy meeting, he did not arrive until after midnight. He could see no signs of life at the hotel, but not wanting to spend the night on the doorstep he knocked on the door. After an interval, an upstairs window opened and the owner of the hotel looked down at him. "What do you want?" he asked. "It's Mr. Jenkins," replied the businessman, "I'm staying here." The hotel owner replied, "All right. Stay there then." And he slammed the window shut!

Vocabulary Practice

- | | |
|---|--|
| 1. To 'book' here means... <ul style="list-style-type: none">A. read a bookB. pay for a room in advanceC. take a long tripD. make a call | 3. An 'interval' means... <ul style="list-style-type: none">A. a dayB. conversationC. tripD. time in between events |
| 2. 'Due to' means... <ul style="list-style-type: none">A. but notB. moreoverC. because ofD. as well as | 4. 'Lengthy' here means... <ul style="list-style-type: none">A. a long period of timeB. a far distanceC. a lot of somethingD. not enough of something |

Questions for Discussion

1. What is funny about this story? What would you do if you were the businessman?
2. What do you think will the salesman do next?
3. Do you remember a misunderstanding like this one?

Proverb

Go early to the market, and late to war.

Group Discussion

1. Is it important to be on time when meeting people?
2. What situations is it ok to be late?
3. Describe a situation when someone being late cause a problem for you.
4. Why do you think different cultures act differently when it comes to time?
5. Do you think it is important to come to class on time? Why?

Group Discussion 8 - An Excellent Hammer

The Story

An apprentice blacksmith was told by his master to make a hammer. The lad had not the slightest idea how to begin, so he thought he'd be crafty to go and buy one. He duly showed the new hammer to his master. 'That's excellent, boy' the master said, 'Now make fifty more just like this one.'

Vocabulary Practice

1. A(n) '____' is a young worker who is learning his job or trade.
 - A. blacksmith
 - B. apprentice
 - C. master
 - D. Hammer
2. A 'blacksmith' is _____.
 - A. a person making and repairing things made of iron
 - B. a man whose skin color is very dark
 - C. a company which makes wooden things
 - D. a shop which sells things made by other people
3. 'Lad' means _____.
 - A. wood
 - B. old man
 - C. boy
 - D. Metal
4. 'Crafty' means _____.
 - A. suitable for a purpose
 - B. impolite
 - C. clever in tricking people
 - D. expensive

Questions for Discussion

1. Why did the boy buy a hammer?
2. This story teaches us something? What is it?

Proverb

Think twice before you act.

Group Discussion

1. Who are the main people we can learn from?
2. What ways can we learn from other people?
3. Do you think the old have a lot to teach the young?
4. Can the young teach the old anything?
5. What ways should we respect those older than us?

Group Discussion 9 - My Modern Car

The Story

After having lunch with my friend, we paid the bill and went outside to my car. I took out my remote-control gadget and pressed the button to unlock my car doors. Not seeing what I did, my friend looked surprised and asked, "What was that clicking sound?" "It was just the doors unlocking," I answered. He looked at me astonished and asked, "The car recognizes you?!"

Vocabulary Practice

- | | |
|--------------------------------------|--------------------------------|
| 1. A 'bill' is a... | 3. A 'click' is... |
| A. part of a birds mouth | A. try to understand something |
| B. a sign | B. a sound slight, sharp sound |
| C. list of items bought and paid for | C. dropping something |
| D. piece of money | D. walking towards something |
| 2. A 'gadget' is a... | 4. 'Astonishment' means... |
| A. kind of car | A. happiness |
| B. small mechanical device | B. friendly smile |
| C. long key | C. great surprise |
| D. piece of cloth | D. indifference |

Questions for Discussion

1. What is funny about this story?
2. Do Somalilanders like new technology?

Proverb

Happiness is not having what you want, but wanting what you have.

Group Discussion

1. Why do people always want new things?
2. Will people be happy if they have all the new things?
3. What other things can make you happy?
4. Is it possible to be happy without having modern things?
5. Describe what would make you the happiest?

Group Discussion 10 - The Two Employees

The Story

There once was a manager who had two employees, Abdi and John. Abdi and John acted very differently from each other. When the employer asked them to do something, Abdi would energetically say he would do it, while John would grunt and sulk because he didn't like working. One day, the manager asked them both to do a task, and John became frustrated and said he didn't want to do it. But after a while, John did the work he was asked to do. Abdi however cheerfully said he would do the task and do it well. The next day, the manager noticed that Abdi didn't do the work that he was assigned. When he asked him about it, Abdi said, "At least I wasn't unpleasant and nasty like John!"

Vocabulary

- | | |
|---|--|
| 1. To 'grunt' means... | 3. 'Energetically' means to... |
| A. to smile | A. show a lot of excitement and activity |
| B. to yell | B. laugh a lot |
| C. to make a low sound with your mouth closed | C. angrily |
| D. to hit someone with the back of your hand | D. use electricity |
| 2. To 'sulk' is to... | 4. 'Nasty' means... |
| A. lay down on the ground | A. honest |
| B. be silent and in a bad mood | B. funny |
| C. laugh | C. happily |
| D. walk away | D. very unkind |

Questions for Discussion

1. Which employee is correct in the story?
2. Which employee would you employ as a manager?

Proverb

Actions speak louder than words.

Group Discussion

1. How should an employee treat their boss?
2. What should an employer do to an employee who doesn't fulfill their tasks?
What about employees who have bad attitudes?
3. How important is it for you to do what you promise you will do?
4. How do people feel about those who complain a lot?

Group Discussion 11 - The Boy Who Cried Wolf

The Story

There was once a boy who lived in a small village. He always loved to trick the other people in his town. He would cry out, "Help me! Help me! There's a wolf!!" The townspeople would run out to save the boy, and find out that there was no wolf. The boy did this many times. Eventually, the townspeople decided that they were tired of the boy's tricks, and vowed not to help the boy the next time. The next day, the boy was walking outside the village and he saw a big wolf. This time, it was really there!! The wolf crouched down, and made his way towards the boy. He cried at the top of his lungs, "Help me! Help me! There's a wolf!!" And although the people in the village heard him, they did not go out to help the boy.

Vocabulary

- | | |
|---|--|
| 1. To 'trick' is to ...
A. cry for help
B. say hello
C. give money
D. deceive | 3. To 'vow' means to...
A. help
B. lie
C. make a promise
D. meet |
| 2. 'Eventually' means...
A. after a long time
B. right away
C. never
D. soon | 4. To 'crouch' means to...
A. run towards something
B. attack
C. jump
D. lower your body by bending your knees |

Questions for Discussion

1. Why didn't the people from the village help the boy at the end? Where they right to not help?
2. What does the story teach us?

Proverb

Honesty is the best policy.

Group Discussion

1. How important is honesty? What about in situations when nobody knows?
2. What do people in Somaliland do in relation to shameful situations and honesty?
3. What's the difference between lying and withholding information?
4. What is the perception of a person in Somaliland who is known to lie?

Group Discussion 12 - The Overly Comfortable Business Man

The Story

There once was a man who had a business. It started off doing very well, and he made a lot of money. He bought a large house and a nice car. His became so successful, that he started staying at home and did not try to make his business any better. As time went by, his business started to do poorly, and his investments began to suffer. Before the man knew it, his business stopped making money and started to lose money. He frantically began to work hard and keep his business afloat. But he had lost all his customers, and he owed too much money to too many people. It wasn't long before he had to close the doors to his factory. Then he had to sell his house and his car. And the man, who once had everything, had nothing.

Vocabulary

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|---|---|
| 1. An 'investment' is a... | 3. A 'factory' is a... |
| A. putting money into something in order to make more money | A. house |
| B. purchase | B. a large building |
| C. attempt to start a business | C. a place that manufactures a product |
| D. family | D. a store |
| 2. 'Frantically' means... | 4. 'Afloat' here means... |
| A. to be late | A. to swim |
| B. be loud | B. to keep something operating, working |
| C. to do something quietly | C. to stop something |
| D. to do something out of fear or anxiety | D. to fail |

Questions for Discussion

1. Why did the man stop working hard? Was he wrong to act this way?
2. Did the man deserve what happened to him?

Proverb

All good things must come to an end.

Group Discussion

1. What things do people take for granted?
2. Is it important to work hard?
3. Is it ok to enjoy your successes?
4. Do people in Somaliland have a good work ethic? A bad one? Both?

Group Discussion 13 - The Waiting Game

The Story

Jama wanted to be an accountant for the best business in the city. But the business wasn't hiring at the time. "One day they will have a job opening, and then they will hire me," he would say to himself and to his friends. "Why don't you work for another business and be their accountant until the job you want opens?" his family would ask him. But Jama didn't think those occupations were very good, so he didn't want to work for them. Jama waited days for the job vacancy. And then he waited months. After three years, the job was still not available. Finally, the position opened up four years later. Jama was very confident that he would be appointed. During his job interview, they asked him why he didn't have any job experience. He replied, "Because I've been waiting to work here!"

Vocabulary

- | | |
|----------------------------------|-------------------------------|
| 1. A 'vacancy' is a... | 3. To be 'appointed' is to... |
| A. filled position for a job | A. get the job |
| B. open position for a job | B. be fired |
| C. education | C. be arrested |
| D. nothing | D. apply for a different job |
| 2. Being 'confident' means to... | 4. An 'occupation' is a... |
| A. not know | A. job |
| B. think about something | B. boat |
| C. be unsure | C. a type of food |
| D. feel certain about something | D. a type of business |

Questions for Discussion

1. Do you think Jama will get the job? Do you think he should?
2. What should Jama have done instead?

Proverb

A journey of a thousand miles begins with a single step.

Group Discussion

1. Are the best jobs in Somaliland difficult to get? What qualifications do you need?
2. What would you do if the job you wanted wasn't available?
3. What would you tell someone if they were doing what Jama did in the story?
4. What different steps should someone take if they want a high position in their career?

Group Discussion 14 - I Wish I Had...

The Story

Yusuf worked for a petrol station in the city. Although he didn't make a lot of money, he had a lot of free time. Yusuf had a friend named Andrew who worked for a local NGO. Yusuf was very envious that Andrew had more funds than him. Yusuf would often complain about his job, and told Andrew that he wanted a job like his, a job where he could make more money. One day, Andrew asked his boss if Yusuf could have a job with the NGO, and his supervisor said yes. Yusuf then started working for the NGO, but two weeks later he told his friend he was going to resign. When his friend asked why he was leaving his new job with the NGO, Yusuf said, "Because now I don't have any free time!"

Vocabulary

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|----------------------------|---------------------------|
| 1. 'Envious' means... | 3. A 'supervisor' is a... |
| A. hungry | A. employee |
| B. jealous | B. NGO |
| C. annoyed | C. mother |
| D. tired | D. manager of an employee |
| 2. To 'resign' means to... | 4. "Funds" are... |
| A. quit | A. jobs |
| B. go somewhere new | B. free time |
| C. sign a paper again | C. something to do |
| D. work hard | D. money that someone has |

Questions for Discussion

1. What is funny about the story?
2. Is Yusuf's desire good or bad?

Proverb

The grass is always greener on the other side.

Group Discussion

1. How important is being content?
2. When is it ok to want something better than what you have?
3. What jobs in Somaliland do people want most? What things do they want most?
4. What happens to people who always want more than they have?