StartUp 3
Writing

Unit2 – Lesson5
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THINK ABOUT A TIME WHEN YOU NEEDED A RECOMMENDATION. FOR EXAMPLE, WHEN YOU APPLIED TO A UNIVERSITY OR APPLIED FOR A JOB. WHAT KINDS OF THINGS WERE INCLUDED IN THE RECOMMENDATION?

Have Ss read the task and answer the questions. Then elicit their answers in class.



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Have Ss skim the text again and answer the question. Then check the answers in class.

READ ERIC'S RECOMMENDATION ON AN EMPLOYMENT WEBSITE.

HOW DOES ERIC FEEL ABOUT LUCAS?

Eric Park
Copywriter

Lucas and I currently work together at TSW Media. We work together a lot, and we are involved in many of the same projects. I am delighted to write this recommendation for him.

Lucas is a talented illustrator. He is very creative, and his graphics help to make our ads successful. Lucas is especially good at working with different technologies. His hand drawings are beautiful, but he also creates amazing artwork using computer programs, such as Illustrator. He is smart, hard-working, and very determined. He works quickly and carefully, and he is always willing to help on different projects when needed.

Lucas is extremely well-liked by his co-workers and by all our clients. He works well with others, and he is always eager to share his ideas. Lucas is a great team member, and he is a real asset to our team. We're lucky to have him.

Have Ss skim the text again and do the task. Then check the answers in class.

C Read the recommendation again. How does Eric organize his recommendation? Complete the chart.

Paragraph 1 *How does he know this person?*	Eric knows Lucas from TSW Media.
Paragraph 2 *What skills does this person have?*	talented illustrator
Paragraph 3 *How does this person get along with others?*	well-liked

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2 FOCUS ON WRITING

B **Look at three incorrect sentences from Eric's first draft of his recommendation. Underline the correct versions in the model.**

1. Lucas and I currently work together at TSW Media we work together a lot, and we are involved in many of the same projects.
2. A talented illustrator.
3. His hand drawings are beautiful, he also creates amazing artwork using computer programs, such as Illustrator.

WRITING SKILL **Write complete sentences in formal writing**

In formal writing, we need to write complete sentences.

- Complete sentences need to have a subject and a verb.
- Complete sentences need to be separated or connected in some way.
  - Use a period, not a comma, to separate complete sentences.
  - Use a conjunction, such as *and*, *but*, *or*, or *so*, to connect complete sentences.

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C Look at the sentences in 2B again. What were the mistakes? How did he fix them?

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3 PLAN YOUR WRITING

You need to write a recommendation for a classmate or co-worker. Think of someone to write about. Look at the model and type your sentences in the public chat.

Lucas and I currently work together at TSW Media. We work together a lot, and we are involved in many of the same projects. I am delighted to write this recommendation for him.

Teach the model to the Ss and ask them to personalize it in the public chat.

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TALK TO YOUR PARTNER ABOUT YOUR IDEAS FOR YOUR RECOMMENDATION

Create breakout rooms and have the Ss do the task.



Read the directions aloud. Then have Ss complete the task as homework.

Write a recommendation using your ideas from 3A. Remember to use complete sentences. Use the recommendation in 1B as a model.

Check your
- spelling
- punctuation
- capitalization