



# Cambridge IGCSE® English as a Second Language 0510

## Writing a report

The purpose of a report is often to give information and suggestions to the reader. Reports are a mixture of fact and opinion and the language you use will depend on the audience the report is for. A report may include headings.

### Content

Content covers:

- the **relevance** (i.e. whether the piece fulfils the task and the awareness of purpose/audience/register)
- **development of ideas** (i.e. the detail/explanation provided).

### Language

Language covers:

- **range** (i.e. complexity of vocabulary and sentence structure)
- **accuracy** (i.e. grammar, spelling, punctuation and text organisation).

## Tips for writing a report

### Language

Think about the audience that the report is for. The tone of the report should be formal.

Use linking words which suit a formal type of writing, such as 'Firstly', 'Furthermore' or 'In conclusion.'

Use reported speech rather than direct speech.

Use correct spelling, punctuation and grammar.

### Organisation

A report should be well-organised and clear. Each paragraph should cover a different aspect of the report.

A report often follows a three or four-part structure:

- **Introduction** – why are you writing the report
- **Summary**
- **Findings**
- **Conclusion**– this should include recommendations, solutions or suggestions.

# English Second Language Guide 2013

**Sepora Tengku Mahadi  
(Tengku), Thomas Voon Foo Chow**

## **English Second Language Guide 2013:**

**Passing the English as a Second Language (ESL) Supplemental TExES Exam** Elaine L. Wilmore, 2014-02-12

Master the TExES with down to earth test prep strategies ESL certification is attainable if one understands the domains and competencies represented in the test and masters test prep skills Dr Elaine Wilmore known for her popular TExES preparation seminars synthesizes her knowledge and experiences and gives readers a practical approach to passing the ESL Supplemental Exam Written in a conversational tone the book uses real examples to help readers connect theory with actual practice and offers Thorough discussions of relevant concepts related to domains and competencies Tables and graphics for visual and kinesthetic learners Chapter summaries highlighting Important Points and the author s Guess My Favorites learning tips Test taking strategies and sample exam questions *Handbook of Second Language Assessment* Dina Tsagari, Jayanti Banerjee, 2016-03-07 Second language assessment is ubiquitous It has found its way from education into questions about access to professions and migration This volume focuses on the main debates and research advances in second language assessment in the last fifty years or so showing the influence of linguistics politics philosophy psychology sociology and psychometrics There are four parts which when taken together address the principles and practices of second language assessment while considering its impact on society Read separately each part addresses a different aspect of the field Part I deals with the conceptual foundations of second language assessment with chapters on the purposes of assessment and standards and frameworks as well as matters of scoring quality assurance and test validation Part II addresses the theory and practice of assessing different second language skills including aspects like intercultural competence and fluency Part III examines the challenges and opportunities of second language assessment in a range of contexts In addition to chapters on second language assessment on a national scale there are chapters on learning oriented assessment as well as the uses of second language assessment in the workplace and for migration Part IV examines a selection of important issues in the field that deserve attention These include the alignment of language examinations to external frameworks the increasing use of technology to both deliver and score second language tests the responsibilities associated with assessing test takers with special needs the concept of voice in second language assessment and assessment literacy for teachers and other test and score users *The Politics of English Second Language Writing Assessment in Global Contexts* Todd Ruecker, Deborah Crusan, 2018-04-17 Reflecting the internationalization of the field of second language writing this book focuses on political aspects and pedagogical issues of writing instruction and testing in a global context High stakes assessment impacts the lives of second language L2 writers and their teachers around the world be it the College English Test in China Common Core aligned assessments in the U S English proficiency tests in Poland or the material conditions such as access to technology training and other resources affecting a classroom With contributions from authors working in ten different countries in a variety of institutional contexts the chapters examine the uses and abuses of

various writing related assessments and the policies that determine their form and use Representing a diverse range of contexts methods and disciplines the authors jointly call for more equitable testing systems that consider the socioeconomic psychometric affective institutional and needs of all students who strive to gain access to education and employment opportunities related to English language proficiency

**Assessing English Proficiency for University Study** J. Read, 2015-01-27 This book focuses on strategies and procedures for assessing the academic language ability of students entering an English medium university so that those with significant needs can have access to opportunities to enhance their language skills

**A Guide to Doing Statistics in Second Language Research Using SPSS and R** Jenifer Larson-Hall, 2015-07-24 A Guide to Doing Statistics in Second Language Research Using SPSS and R Second Edition is the only text available that demonstrates how to use SPSS and R as specifically related to applied linguistics and SLA research This new edition is up to date with the most recent version of the SPSS software and now also includes coverage of R a software program increasingly used by researchers in this field Supported by a number of pedagogical features including tip boxes and practice activities and a wealth of screenshots this book takes readers through each step of performing and understanding statistical research covering the most commonly used tests in second language research including t tests correlation and ANOVA A robust accompanying website covers additional tests of interest to students and researchers taking them step by step through carrying out these tests themselves In this comprehensive and hands on volume Jenifer Larson Hall equips readers with a thorough understanding and the practical skills necessary to conducting and interpreting statistical research effectively using SPSS and R ideal for graduate students and researchers in SLA social sciences and applied linguistics For more information and materials please visit [www.routledge.com/cw/larson/hall](http://www.routledge.com/cw/larson/hall)

**Assessing Change in English Second Language Writing Performance** Khaled Barkaoui, Ali Hadidi, 2020-11-29 This book introduces a new framework for analyzing second language L2 learners written texts The authors conducted a major study on changes and differences in English L2 learners writing performance to advance understanding of the nature of L2 writing development over time in relation to L2 instruction and testing and to offer a model that professionals and researchers can use in their own longitudinal and cross sectional studies of L2 writing development Grounded in research data theory and technology this will be a welcome how to for language test developers scholars and graduate students of L2 writing and assessment

*Demotivation in Second Language Acquisition* Keita Kikuchi, 2015-08-05 SLA literature tends to focus predominantly on what motivates language learners but what demotivates them has not been widely discussed This book focusing exclusively on demotivation will help readers to understand motivational issues from a different perspective The aims of the work are threefold to present the current developments of demotivation research in the field of SLA and bridge motivational theory research and demotivation research to promote the understanding of possible causes of demotivation and to expand the focus of demotivation research through a reflection on current motivation theory research and a discussion of methodological

issues The research presented in this book is situated in Japanese English teaching contexts and will serve as a foundation for anyone wishing to better understand the causes of demotivation in SLA and to explore the topic in their own contexts

Exploring Listening Strategy Instruction through Action Research Joseph Siegel, 2015-12-27 Listening in a second language is challenge for students and teachers alike This book provides a personal account of an action research intervention involving listening strategy instruction that investigated the viability of this innovative pedagogy in the Japanese university context

**Interaction & Pedagogy of Indonesian Vocational English Language Master Teachers** Akhyar Rido, 2020

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**Symposium of International Languages & Knowledge 2015** ,2015

**Language Teaching, Pedagogy, and Curriculum Design** Sepora Tengku Mahadi (Tengku), Thomas Voon Foo Chow, 2017

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