



# **C1 SKILLS PACK**

2019-2020

# Speaking part 1, useful expressions:

To start off an answer:

well	let's see	let me think for a second
that's an interesting/difficult question	I've never thought about that before	I'd say that
to be honest	actually	I'm not quite sure

To extend an answer (reason, addition, explain further):

because / since / as	so	however / although
another thing is that	the main reason is that	apart from that
for one thing	I mean	in other words

Expressions to talk about frequency:

once in a while	from time to time	whenever I find the time
as soon/often as I can	a few times a week	not as often as I'd like

Expressions to talk about the future:

I doubt I'll...	I expect I'll...	I hope I'll...
be (un)likely to	be bound to	be about to
be on the point of	be on the verge of	be due to

Expressions to talk about interests:

be into	be used to	be keen on
be interested in	can't stand	be fond of
be an avid <i>reader</i>	be a <i>film</i> buff	be a fan of

Expressions to create emphasis:

Not since... have I...	Not until... did I...	Not only have/did I... but I also...
What I <i>most enjoy</i> is...	It wasn't until I... that I...	All I really <i>know</i> is...

## SPEAKING Part 2, typical questions:

How might the people be feeling?

What might they be thinking?

Why might they be doing what they're doing?

Why have they chosen to ... ?

What might they find challenging about this?

What has just happened?

## Part 2, useful expressions:

Expressions to start out:

I'm going to compare	I've chosen
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Expressions to describe similarities:

both pictures are similar in that	what the photos share in common is	they are quite alike in that
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Expressions to describe differences:

the main difference between the photos is	what distinguishes one photo from the other is	they differ in that
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Expressions to express certainty:

In all likelihood / probability	I have no doubt that	I'd bet that
I'm fairly certain that	I wouldn't be surprised if	It's quite likely / possible that
My guess is that	There's just a chance that	Chances are

Expressions to express doubt:

I may be wrong but	I'm guessing, but I'd say	I highly doubt that
It's not certain if	I could be mistaken but	It's unlikely that

Expressions for comparative structures:

<b>considerably / far / much / a lot / a great deal</b> more / less <i>interesting</i> than	<b>no worse than</b>	<b>not nearly / nowhere near</b> as <i>useful</i> as
<b>by far / easily</b> the best	<b>a bit / slightly / a little</b> higher	<b>just / quite / easily</b> as <i>busy</i> as
<b>more and more</b> difficult	<b>not any</b> cheaper	<b>almost / not quite</b> as <i>crowded</i> as

Developing the conversation / Making a decision

Considering / taking into consideration Given what you said before Given your opinion on Going back to your point about As you said previously	Let's have a look at Why don't we consider Can we agree that Shall we discard this option So we've decided / agreed that Let's come to a decision about
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## SPEAKING Part 3 & 4, useful expressions:

### Expressions to discuss:

how / what about	I think we should	why don't we
shall we	we could	let's

### Expressions to give your opinion:

as far as I'm concerned	in my experience	personally, I'd say that
speaking for myself	it seems to me that	I tend to think that

### Expressions to agree & disagree:

I agree to a large / certain extent	I'm not sure about that	I couldn't (dis)agree more
I partly agree	I totally (dis)agree	I see what you mean (but)

### Expressions to give balanced answers:

on balance, I'd say that	on the whole, I believe that	on the one hand... on the other hand
Although I think... I'd also	In general, I have to say that	Taking everything into account, I'd say

# Writing, useful expressions:

Expressions to link:

<b>contrast</b>	<b>addition</b>
<p>While / whereas / in contrast          Nevertheless / nonetheless          In spite of + noun / gerund          Despite + noun / gerund          In spite of / Despite the fact that + clause          Far from + gerund / adjective          There are those who believe that          In contrast with          Contrary to the above ideas          On the contrary          Others feel / argue that          As a consequence          Regardless of          As a matter of fact          In the meantime          Alternatively,</p>	<p>what's more, in addition, additionally, furthermore,          moreover, not only...but also, as well as, besides          As well as / In addition to          Additionally, / In addition,          Furthermore          Moreover</p>
<b>time</b>	<b>example</b>
<p>first, next, eventually, suddenly, before long, when, while,          meanwhile, as soon as</p>	<p>For instance          In other words          Take... for example          Perhaps a better example would be</p>
<b>cause and effect</b>	<b>condition</b>
<p>therefore, as a result, consequently, due to, thus, so that,          in order to          Have an impact / influence on          To affect          To influence / to be influential          Implications          Lead to          Result in          Be responsible for          Bring about          Give rise to          Trigger          Contribute to          Another factor is</p>	<p>if, unless, only if, even if, even though, otherwise (negative condition)          As / So long as          On condition that          Provided that          In the event of</p>
<b>emphasis</b>	<b>conclusion</b>
<p>in fact, as a matter of fact, that means, actually</p>	<p>All in all          Given these points          On the whole</p>

opinion	Consequence
<p>The way I see it is</p> <p>Personally, I feel that</p> <p>Just consider</p> <p>As I see it</p> <p>The reason is</p> <p>It seems to me that</p> <p>I would argue that for the following reasons</p> <p>I am of the opinion that</p> <p>I am very much in favour / against + gerund</p> <p>I am completely opposed to + gerund</p> <p>I doubt whether</p> <p>It is questionable whether</p> <p>While nobody can deny that... I could like to point out that</p> <p>Despite all the arguments, I still feel that</p> <p>Surely it is unacceptable that</p>	<p>As / Since</p> <p>Thanks to</p> <p>Due to / following + noun</p> <p>Due to / owing to the fact that + clause</p>

# Writing, essay outline:

Title

Paragraph 1: Introduction

Opening sentence: paraphrase the exam task

Mention the different arguments you're going to talk about

Paragraph 2-4: Body

First body paragraph - 1st bullet point

include a topic sentence

Add supporting ideas/examples

Second body paragraph - 2nd bullet point

include a topic sentence.

Add supporting ideas/examples

Third body paragraph - 3rd bullet point

include a topic sentence

supporting or contrasting idea

Paragraph 5: Conclusion

Summarize your essay in one sentence

Add some general thoughts

## Expressing general opinions

Some people think/claim/believe that...

It is often/sometimes said that...

It could be argued that...

## Essay Checklist

1. Title (optional, recommended)
2. Write 5 paragraphs
3. Introduce the topic giving the background
4. Expand on all 3 bullet points given in the task
5. Ensure points are well-developed: positives, negatives, backed up with reasons.
6. Conclusion must include your final answer to the question (this should only be in the conclusion)
7. 4-5 different grammar points (present perfect, conditionals, modal perfect, passive, etc)
8. 4-5 different linkers, linking expressions between clauses, sentences and paragraphs
9. A variety of phrasal verbs, collocations, extreme adjectives, adverbs

Think about...

- What linkers will you use?
- What grammar can you include?
- What B2 expressions, collocations and phrasal verbs can you use?

# USEFUL LANGUAGE FOR ESSAYS:

## Language for introductions

- In this day and age...
- ... is a hotly-debated topic that often divides opinion.
- ... is a growing issue in today's society
- We live in an age when many of us are...
- More and more families are choosing to have only one child.
- The trend nowadays is towards having smaller families.
- Over the past ten years or so the media have frequently carried reports of .....
- Recent research indicates that the number of teenagers who smoke is increasing.
- Hardly a week goes by without another report of ..... appearing in the media.
- Although most people would generally agree that ..... few would deny that .....

<p><b><u>Second Paragraph TOPIC SENTENCE</u></b></p> <ul style="list-style-type: none"> <li>• .... clearly/undoubtedly has an impact on...</li> <li>• It is common knowledge that... plays a crucial role in...</li> <li>• It is undoubtedly the case that...</li> <li>• There is little doubt that...</li> <li>• ... is widely believed to contribute to...</li> <li>• It is generally considered that...</li> <li>• Recent research suggests that...</li> <li>• Studies have shown that... has an impact/influence on...</li> <li>• Few people would contest/dispute the fact that...</li> </ul>	<p><b><u>Third Paragraph TOPIC SENTENCE</u></b></p> <ul style="list-style-type: none"> <li>• Another factor to consider is...</li> <li>• On the other hand/In contrast...</li> <li>• It is often claimed that...</li> <li>• All the evidence suggests that...</li> </ul>
<p>Language for introducing supporting ideas:</p> <ul style="list-style-type: none"> <li>• For example,</li> <li>• For instance,</li> <li>• An obvious example of this is...</li> <li>• A clear example of this is...</li> <li>• This is illustrated by...</li> <li>• As a case in point...</li> </ul>	<p>Language for conclusions:</p> <ul style="list-style-type: none"> <li>• In light of the above, / Taking all this into consideration/account,...</li> <li>• As far as I am concerned, / in my opinion, / as I see it, etc.</li> <li>• ... is the most effective way to... due to the fact that...</li> <li>• In light of the above, / Taking all this into consideration/account,...</li> <li>• Despite the fact that... undoubtedly plays a role in... I firmly believe that... is more effective due to the fact that...</li> </ul>

### Paragraph Skeleton

It goes without saying that \_\_\_\_\_ A clear example of this is

\_\_\_\_\_ In addition,

\_\_\_\_\_ Nevertheless,

\_\_\_\_\_



# Writing, informal letter:

<b>beginnings</b>	<b>giving news</b>
Hi! How are the things? How are you? How's it going? Thanks for your (recent/last) letter. It was good/nice to hear from you recently. I'm sorry I haven't been in touch for such a long time.	Oh, and another thing I wanted to let you know that I thought you might be interested to hear about By the way, have you heard about/did you know that
<b>referring to their news</b>	<b>request</b>
That's great news about I'm glad to hear that I'm sorry to hear about	I was wondering if you could help me with/do me a favour I hope you don't mind asking but could you I'd be very grateful if you could
<b>invitations</b>	<b>making suggestions</b>
would you like to I hope you'll be able to come I was wondering if you'd like to/could thanks for inviting me to	why don't you I'm sure you'll enjoy Don't forget to visit You can't leave without seeing
<b>endings</b>	<b>signing off</b>
hope to hear from you soon keep in touch see you soon	Love, Best wishes Cheers!

## Informal Letter Checklist

1. Use informal punctuation- ! ?
2. Use a mix of short and long sentences
3. Use an informal greeting and sign off
4. Mention some key information given in the letter to which you are replying to
5. Use 3-4 paragraphs- introduction, body paragraphs answering the questions, conclusion
6. Use fixed expressions for an informal letter: Thanks for your letter, I'm looking forward to, etc.
7. 4-5 different grammar points
  - present perfect, conditionals, modal perfect, gerunds/infinitives, etc.
8. 4-5 different linkers, linking expressions between clauses, sentences and paragraphs
9. A variety of phrasal verbs and collocations

# Writing, article:

title	rhetorical questions
Freezing! (dramatic) Rescue from the rapids (a summary) What's the big idea? (a question) Seven banks a day are robbed in LA (surprising)	Did you know ...? What would you do if ...? Do you find...?
<b>conclusion</b>	
So, whatever you... So, next time you're...	

## Article Checklist

1. Include a short title
2. Introduce the topic and include a rhetorical question
3. Use a personal or more neutral/informal style
4. Use informal punctuation- ! ?
5. Use a mix of short and long sentences
6. Have clear 4-5 paragraphs
7. Use linkers and linking expressions between clauses, sentences and paragraphs
8. Make your article interesting by using
  - Involve the reader and address them directly
  - Descriptive language
  - Humour
  - Examples
  - Extreme adjectives
  - Adverbs
9. Finish in an interesting way - give your opinion and summarize what you've said

## Writing, review:

giving background information	describing or narrating
I recently had the opportunity to read/see One of my favourite films/books has to be The last book/film that lived up to my expectations was I decided to check out ... to see if it was any good.	What happened was It was about It tells the story of The main character is There's a twist at the end
making recommendations	giving an opinion
Don't bother reading/going to see It is/isn't definitely worth your time/money I'd certainly (not) recommend it to anyone looking for Make sure you don't miss it! Give it a go, you won't regret it!	What I loved/hated about it was What I found frustrating/interesting about it was The best/worst part was I was (not) impressed by If you ask me

### Review Checklist

1. Include a title
2. Use 4-5 paragraphs
3. Use a personal or more neutral/informal style
4. Say what you are reviewing in the introduction and give relevant information
5. Say **briefly** what happened in the book, film, etc.
6. Explain why you liked/disliked it so much and give examples to support your opinion when possible
7. Give a recommendation and a reason for your opinion in the conclusion

## Writing, report:

introduction	useful phrases
The aim/purpose of this report is to...	In relation to ... In contrast with ... As far as ... is concerned ... In spite of ...
present ideas	conclusion or recommend
A survey was carried out which showed that A key challenge for this project is the limited time/money It is clear that there are both advantages and disadvantages to	Having considered the options, ... I would strongly recommend that... It would be a good idea to/if... It would be advisable to...

### Report Checklist (non-for schools only!)

1. Include a title
2. Use 4-5 paragraphs
3. Use formal language (punctuation, linkers, and expressions)
4. Use headings for each paragraph
5. Start your introduction by saying the aim of the report
6. Express your opinion impersonally
7. Give a recommendation in your conclusion