English for Teachers II

Report Checklist

Structure

* the summary of **the problem** (introduction + body + conclusion) and your own proposed **solution**
* unified text with paragraphs – avoid headings   
  (extra information and references can be included at the end as a note)
* over **150** words

Style

* use **complex** sentences
* avoid using lists and bullet points
* **formal** style – no contracted forms (~~isn´t,~~ ~~didn´t~~)

Grammar

* **commas** after introductory phrases (As regards XY, …; In the end / Finally, … ; In addition, …; In the next part of the conversation, the mother admits …)
* word order – **S-V-O-M-P-T** (his mum is going to be interviewed again, factors have to be …, three people are presented,
* the passive voice (which is supported by many publications,
* noun and verb agreement
* 3rd person sg. (Sam spend**s**, the doctor summarize**s**)
* **nobody** was**,** grandma was
* verb structures (**miss** sb. X a student missing from the class, **take** sb. shopping, **say** sth. to sb. X **tell** sb. sth. X say that …, nod to agree/in agreement, **continue** work**ing**, **suggest** do**ing** sth. to sb./that sb. should do sth., **divorce** sb. X get divorced, **sue** sb. for sth. )
* tenses – past simple and continuous X present perfect, past perfect
* modal verbs (had to watch)
* conditionals (if Diana does not change …, it can lead to….; if the friend had not sought help …, Amy would have collapsed … - it is about the past)
* articles
* **a + sg. countable noun** (a score, a plan, a parent, a video, a situation, a compliment, a student)

BUT pl./unc. + the /-- (find some Cheerios)

* a – in expressions of quantity (a couple of)
* the – with words already mentioned (the social worker, the/his mother)
* the + first, second, third …
* prepositions: in the **end**, … X at the end (of sth.), **yell** at sb., be **mean** to sb., change in behaviour, be **good** to sb., **suffer** from, **focus** on,

Vocabulary

* switch your **spellchecker** to English
* expressions confused
* psychic X psychological, he X she, out of nowhere X all of a sudden, auspicious X positive, san X son, reason X resonance, asleep x low/stagnating, report x inform, questionnaire X interview, it is not mean X it does not mean, first X at first, deny X say no, tell X call, right X truth, then X than, loose X lose, tweed X tweet, others X each other