

- Read the WRITING BANK on Student's Book Page 93 which includes useful language and expressions in more formal reports. Use an appropriate formal style and expressions from it.
- Have a look at the model text and additional tips on page 160. It'll help you.
- Remember the 4 paragraphs, write between 120 and 200 words, <u>no more</u>, and send it to me in WORD FORMAT.
- **4** DO IT IN WORD FORMAT, PLEASE.