Exercise walk-through

16.1
Writing: propose a change and weigh objections

English B2

ENGLISH B2 • EXERCISE SHEET

16.1 Writing: proposing a change and answering objections

Name: _____ Class: _____ Date: _____ **Total: 25 marks**

KEY WORDS proposal • objection • benefit • realistic • anticipate

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Objective

Write a **proposal** for a change: describe the current situation, propose a specific solution, explain its **benefits** with evidence, and answer the likely **objections** before the reader raises them.

You must be able to:

- describe a problem with evidence
- propose a specific, realistic solution
- explain benefits clearly
- anticipate and answer objections

- use the format and tone of a proposal

1 Key knowledge and worked examples

Key knowledge

section	content
Introduction	the purpose of the proposal
Current situation	the problem, with facts and numbers
Proposal	exactly what should change, who does it, when, and what it costs
Benefits	who gains and how, with evidence
Possible objections	the main concerns and your answers
Conclusion	a short summary and a clear request

Useful language: *I would like to propose that...*, *This would allow...*, *One possible concern is... However,...*, *I therefore recommend....*

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A proposal is formal and uses headings. It is persuasive, but it must be **realistic**: say what it costs and how the problems will be handled.

Source A: facts about the school canteen

At lunchtime, about 900 students use the canteen, which seats 300. Lunch lasts 45 minutes. In a student survey, 64% said they often waited more than 15 minutes to be served, and 40% said they sometimes did not have time to finish their food.

Two ideas have been suggested: two lunch sittings (Years 7–9 at 12:00, Years 10–13 at 12:40), or an extra food counter at a cost of about 60,000 yuan.

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Exercises 2.1·2.2

2.1 Use Source A. (a) How many students use the canteen? (b) How many seats are there? [2]

2.2 Use Source A. Write a “Current situation” paragraph of two or three sentences, using at least two numbers. [3]

Exercises 2.1·2.2

2.1 Use Source A. (a) How many students use the canteen? (b) How many seats are there? [2]

2.1

(a) about 900; (b) 300

2.2 Use Source A. Write a “Current situation” paragraph of two or three sentences, using at least two numbers. [3]

2.2

clear description of the problem; two accurate numbers; formal tone

Exercises 2.3·2.4

2.3 The table lists the two ideas in Source A. Complete one benefit and one possible objection for each. [4]

idea	benefit	possible objection
two lunch sittings		
an extra food counter		

2.4 You choose one of the two ideas. (a) Write the "Proposal" section (three or four sentences): what should change, when, and what is needed. (b) Write the "Possible objections" section: state two objections fairly and answer each. [6]

Exercises 2.3·2.4

2.3 The table lists the two ideas in Source A. Complete one benefit and one possible objection for each. [4]

idea	benefit	possible objection
two lunch sittings		
an extra food counter		

2.3

sittings: benefit, fewer students at once, shorter queues; objection, changes the timetable / lunch at an early or late time; counter: benefit, faster service without changing times; objection, the cost of 60,000 yuan / space is still limited to 300 seats

2.4 You choose one of the two ideas. (a) Write the "Proposal" section (three or four sentences): what should change, when, and what is needed. (b) Write the "Possible objections" section: state two objections fairly and answer each. [6]

2.4

(a) a specific proposal with when and what is needed; (b) two fair objections; two convincing answers

Exercise 3.1 (a)

3.1 *(Four choices, one correct. One mark each.)*

(a) A proposal is usually written in

- **A** an informal style with no headings
- **B** a formal style with headings
- **C** a story form
- **D** note form only

Exercise 3.1 (a)

3.1 *(Four choices, one correct. One mark each.)*

(a) A proposal is usually written in

- **A** an informal style with no headings
- **B** a formal style with headings
- **C** a story form
- **D** note form only

(a) B

Exercise 3.1 (b)

3.1 *(Four choices, one correct. One mark each.)*

(b) “One possible concern is... However, ...” is used to

- **A** answer an objection
- **B** introduce yourself
- **C** give a number
- **D** end the proposal

Exercise 3.1 (b)

3.1 *(Four choices, one correct. One mark each.)*

(b) “One possible concern is... However, ...” is used to

- **A** answer an objection
- **B** introduce yourself
- **C** give a number
- **D** end the proposal

(b) A

Exercise 3.1 (c)

3.1 *(Four choices, one correct. One mark each.)*

(c) A realistic proposal should include

- **A** only benefits
- **B** what it costs and how problems will be handled
- **C** no numbers
- **D** a complaint about teachers

Exercise 3.1 (c)

3.1 *(Four choices, one correct. One mark each.)*

(c) A realistic proposal should include

- **A** only benefits
- **B** what it costs and how problems will be handled
- **C** no numbers
- **D** a complaint about teachers

(c) B

Exercise 3.1 (d)

3.1 *(Four choices, one correct. One mark each.)*

(d) If 900 students share 300 seats, the canteen can seat

- **A** everyone at once
- **B** one third of them at once
- **C** two thirds of them at once
- **D** no one

[4]

Exercise 3.1 (d)

3.1 *(Four choices, one correct. One mark each.)*

(d) If 900 students share 300 seats, the canteen can seat

- **A** everyone at once
- **B** one third of them at once
- **C** two thirds of them at once
- **D** no one

[4]

(d) B

Exercise 3.2

3.2 Write the full proposal to the head teacher (180 to 220 words) using Source A. Use the headings Introduction, Current situation, Proposal, Benefits, Possible objections and Conclusion. [6]

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3.2

One mark for each correct letter; a written answer earns marks for each clear, relevant point, as listed. all headings used with suitable content; accurate use of the facts; a specific, realistic proposal; benefits explained; objections anticipated and answered; formal, persuasive tone