

IELTS Task 1 - General

Student: X

Overall Score: 7

Task Response: 7

Coherence and Cohesion: 7

Lexical Resource: 7

Grammar Range & Accuracy: 6

“Please note that your score for this work is approximate and the official assessment is only provided by IELTS examination centers worldwide.”

PATTERN OF MISTAKES:

- Not identifying when to pluralize: e.g. “mushroom” and “regulation”.
- Incorrect vocabulary: e.g. “dropped off” (second-to-last sentence in 2nd paragraph).
- Incorrect verb structures: e.g. using the present progressive form ‘is going to’ (first sentence in 3rd paragraph) instead of the past progressive form ‘was going to’ to refer to the past; and not including the verb ‘will’ (second sentence in 4th paragraph) to refer to a future situation).

OBSERVATION:

Auxiliary verbs such as ‘may’ play a seminal role in English. Thus, for instance, in the case of the second sentence in the 3rd paragraph, using ‘may’ + the negative infinitive “not

concentrate” instead of ‘may/might’ (I chose ‘might’ because it sounds more natural to me) + have + past participle , changes the whole sense of the phrase, grammatically speaking, because it makes it sound as if you were referring to the future. If, on the other hand, you were trying to express that it is possible that, overall, John doesn’t concentrate on the instructions given by his supervisor, then saying it like this sounds more natural (refer to underlined phrase).

Question

You had a minor accident at work. Write a letter to your employer.

In the letter:

- Describe what happened.
- Explain the cause of the accident.
- State what you think should be done about the situation.

Answer

Dear Mr. Smith,

I am writing to report that I (always capitalize the pronoun “I”) had an incident (correct collocations: “there was an incident”/ “I had an accident”) while I was working in Belfast’s (specify that the mushroom factory “belongs” to Belfast using the possessive apostrophe) mushroom farm yesterday.

The incident happened when I was picking mushrooms on my low trolley while John, who is a trainee worker, (use punctuation marks such as commas to make long sentences clearer) –was using a high trolley to pick mushrooms from the higher beds in the same row in Belfast farm (it’s unnecessary to specify where

again). John (it sounds unnatural to now say “the trainee” because you have already referred to him as “John”)~~The trainee~~ pushed his high trolley very hard and it hit my trolley which was facing it (using the pronoun ‘it’ here is enough to get the idea through) ~~in the front of his one~~. As a consequence, a crate which was used to collect mushrooms fell~~dropped~~ off (“dropped off” is an incorrect collocation in this case) ~~from~~ my trolley and hit my legs. My legs were hurt and I could not work effectively.

I think although every trainee must undergo (“undertake” is an incorrect option in this case)~~take~~ intensive training on ~~the~~ safety regulations, John (I am assuming you were trying to refer to John) ~~he~~ is still not familiar with how to use the high trolley properly and could not anticipate the accident which was~~is~~ going to occur (I would delete “which...occur”, since it is redundant). Furthermore, John might have~~may~~ (if you use ‘may’ + the negative infinitive “not concentrate”, you are referring to the future) not concentrated well enough on understanding the instructions given by his supervisor.

It would be greatly appreciated if you could request all supervisors to give appropriate training to trainee workers. This will ensure that all trainees understand safety regulations (you must pluralize, since it is almost certain that there will be more than one single safety regulation) and become aware of possible risks that may cause an incident when they are working on the high trolley.

I look forward to further actions being taken to resolve the issue.

Yours sincerely,

Jim H.