

WRITING

TASK 1

You should spend about 20 minutes on this task.

You have been doing some voluntary work to help your local community. However, now you are unable to continue doing this work.

Write a letter to the manager of the organisation where you have been working. In your letter

- **describe the work you have been doing**
- **explain why you can no longer do this work**
- **recommend another person who is interested in the work**

Write at least 150 words.

You do **NOT** need to write any addresses.

Begin your letter as follows:

Dear

TASK 2

You should spend about 40 minutes on this task.

Many people like to wear fashionable clothes.

Why do you think this is the case?

Is this a good thing or a bad thing?

Give reasons for your answer and include any relevant examples from your own knowledge or experience.

Write at least 250 words.