

Portfolio tasks for ISE 0, I, II, III & IV

January-December 2010

1. These are the only acceptable tasks for candidates taking the ISE examination January-December 2010. Your portfolio tasks **must** come from this list.
 2. Your portfolio must contain a total of **three** tasks. You must present one task from each section:
 - One from **Section 1** - Correspondence
 - One from **Section 2** - Factual writing
 - One from **Section 3** - Creative and descriptive writing (ISE 0-III) or Critical and analytical writing (ISE IV)
 3. Please select your tasks from the appropriate ISE level you are taking. You **must not** mix levels.
 4. Please write the task question number on each piece of work.
 5. At the end of each task, write the number of words you have used to complete the task. You **must not** exceed the stated maximum word length range.
 6. Please present your completed portfolio in the colour-coded file (as provided by Trinity) along with the Portfolio cover sheet and Student portfolio feedback forms.
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ISE 0 – PORTFOLIO TASKS 2010

SECTION 1

ISE 0 – Correspondence (word length range: 40-60 words)

1. Last week you and your family moved to a new home. Write an email to your English friend telling her about some of the differences between your old home and your new home. Invite your friend to visit you soon.
2. You are spending the weekend camping in the countryside. Write a postcard to a friend saying what the weather is like, what you did yesterday and what you are going to do tomorrow.
3. Tom, your American penfriend, wants to know about your best friend. Write a letter to Tom telling him about your best friend's appearance and personality. Say what you and your best friend usually like to do together.
4. You are going on holiday next month. Write an email to a friend telling him where you are going and what you are going to do there. Invite your friend to come with you.
5. Last summer you worked in a beach café. Your Irish penfriend wants to know about the job. Write a letter to your penfriend telling her what you did, how many hours you worked and what you enjoyed the most.

Remember – you must choose your ISE 0 correspondence task from the above list!

SECTION 2

ISE 0 – Factual writing (word length range: 80-100 words)

1. Your English friend, Peter, is visiting you and he wants to change some money. Write some directions for Peter telling him how to find the bank from your home. Say what days and times it is usually open.
2. Next weekend you are going to take some Irish visitors on an excursion to the capital city of your country. Write some instructions for them saying when and where to meet, what to wear and what to bring.
3. Your friend wants to make a cake for his sister's birthday. Write some instructions for your friend saying what ingredients to buy, how to make the cake and how to decorate it.
4. You are going to the cinema with your American friend this Saturday. Write some directions for your friend telling her how to find the cinema from the train station. Say what time to meet you and what film you are going to see.
5. Your dog is going to have puppies and your friend is going to take one. Write some 'puppy care' instructions for your friend about how to look after the puppy. Tell her about food, exercise and training.

Remember – you must choose your ISE 0 factual writing task from the above list!

SECTION 3

ISE 0 – Creative and descriptive writing (word length range: 80-100 words)

1. Write a description of your favourite shop for a shopping guide. Say what you can buy at the shop, how often you go there and when it is open.
2. Write a story for a writing competition about a teenage girl who liked playing football and wanted to be in the national team.
3. Imagine today was your last day at school. Write your diary saying what you liked and disliked about school and how your life is going to change in the future.
4. Write a description for a family magazine of the different seasons in your country. Say how many seasons there are, what the weather is like and which season you like best.
5. Write a story for a writing competition about a holiday when you had a big surprise. Say where you went, what you did and what the surprise was.

Remember – you must choose your ISE 0 creative/descriptive writing task from the above list!

ISE I – PORTFOLIO TASKS 2010

SECTION 1

ISE I – Correspondence (word length range: 70-80 words)

1. You have just won a prize in a talent show for your singing. Write an email to a friend saying what you have won, what you had to do to get the prize and when you are planning to perform in the future.
2. You recently got a new mountain bike for your birthday. Write a letter to your English penfriend saying how long you have had it, what you have to do to keep it in good condition and why you enjoy riding it.
3. You want to attend a two-week English course at a school in London. Write a letter to the principal explaining why you have decided to attend the course and asking how much it will cost. Tell him about your previous experience of learning English.
4. You have been invited to the wedding of a family friend, but you have not seen him for many years. Write a letter to your friend to accept the invitation. Ask about his plans for the wedding and tell him about your most important recent news.
5. You have recently become very fit. Write an email to a friend saying what you have done to reach your new level of fitness and explaining what you were doing wrong before you became fit. Invite your friend to exercise with you.

Remember – you must choose your ISE I correspondence task from the above list!

SECTION 2

ISE I – Factual writing (word length range: 110-130 words)

1. Write an article for a family magazine about rules teenagers have to follow in your country. Describe two of these rules and give your opinion on them. Say what happens if someone breaks the rules.
2. There has been an increase in car accidents in your area. Write a report for a transport organisation describing the increase in accidents and giving possible reasons. Say what drivers need to do to stay safe on the roads.
3. You recently saw your favourite band in concert. Write a review of the concert for a music magazine. Describe the music, the atmosphere and say what this band is planning for the future.
4. A fast food restaurant has just opened in your area. Write a report for a healthy-eating organisation explaining what food the restaurant serves and why it is unhealthy. Say what health problems people might have if they eat a lot of fast food.

5. Write an article for a travel magazine with the title, *'The importance of foreign travel'*. Say why it is important to visit foreign countries, where you have been personally and what you learnt from the experience.

Remember – you must choose your ISE I factual writing task from the above list!

SECTION 3

ISE I – Creative and descriptive writing (word length range: 110-130 words)

1. Write a story for a writing competition beginning with the words, *'There is one school rule I'll never break again...'* Describe the rule, say how you broke it and explain why this had serious consequences.
2. Write a description for a website called www.terribletrips.com about the worst journey you have ever had. Describe the journey, say how long it took and explain why it was so bad.
3. Write a story for a writing competition about a poor family who won a lot of money on the lottery. Explain how much money they won, what they did with it and how it changed their lives.
4. Write a diary entry for a young fashion model who has just taken part in a fashion show for the first time. Say where it was, what she had to do and what her impressions were.
5. Imagine you have a collection of famous people's autographs. Write a description for an entertainment magazine saying how you got them and why they are special to you. Say which autographs you intend to get in the future.

Remember – you must choose your ISE I creative/descriptive writing task from the above list!

ISE II – PORTFOLIO TASKS 2010

SECTION 1

ISE II – Correspondence (word length range: 120-150 words)

1. A television company wants to make a documentary about local products. Write an email to the producer of the programme telling her about a famous product from your area. Explain how it is made and say how it would benefit your area if it was featured on the programme.
2. Write a letter to the editor of an international environmental publication explaining how your country's environment is being damaged by business activities. Express your feelings about the situation and emphasise the need for government action.
3. When you were shopping at the supermarket recently, the assistant at the checkout was very rude to you. Write a letter to the supermarket manager, reporting what the assistant said, explaining how you felt and saying what action you think the manager should take.
4. Your friend recently moved from a flat in the city to a farm in the countryside. She is finding the change difficult and feels lonely. Write an email to your friend, encouraging her to see the positive sides of country life and suggesting ways in which she could meet new people.
5. A teacher who had a very positive influence on you has just retired. Write a letter to this teacher explaining in what ways they influenced your personal values and speculating how your life would have been different if they had not been your teacher.

Remember – you must choose your ISE II correspondence task from the above list!

SECTION 2

ISE II – Factual writing (word length range: 170-200 words)

1. *'It is better to have brothers and sisters than to be an only child'*. Write an article for a sociology magazine, explaining to what extent you agree or disagree with this statement. Support your point of view with relevant examples from your own childhood.
2. A beautiful building of historic importance is going to be demolished so that a new motorway can be built. Write a report for the department of transport persuading them to reconsider the decision. Explain why you disagree with the plan and recommend an alternative route for the motorway.
3. Write a review of your favourite children's book for a magazine feature on, *'The world's most popular books for children'*. Include details of the story and main characters. Explain why you would recommend it to young readers.

4. Write an article for a magazine called 'Star Sign' about a horoscope which came true for one of your friends. Say what was predicted and what actually happened. Conclude with your opinion on the reliability of this kind of prediction.
5. Write a report for an international student organisation about the value of gap years. Highlight the advantages and disadvantages of taking a year out from full-time education, and make some suggestions about possible activities students could do.

Remember – you must choose your ISE II factual writing task from the above list!

SECTION 3

ISE II – Creative and descriptive writing (word length range: 170-200 words)

1. Write a short story for a writing competition that begins or ends with the words *'If I had told him the truth in the beginning, we would still be friends now.'*
2. Imagine you had spent a day at school one hundred years ago. Write a description for the website [www.schooldays.com](http://www schooldays.com) describing your day. Say what people used to do at school and whether learning was easier or harder than it is today.
3. You have been working as a doctor in a busy hospital for one week. Write your diary at the end of your first week, describing the highlights and challenges of your new job and saying how you have been feeling.
4. Write a short story for a writing competition about a young woman who did not use to believe in miracles until something incredible happened which changed her mind.
5. Imagine you had a machine that could transport you through time and space. Write a description for a science-fiction magazine explaining where you would go and what time you would choose. Say what you could do there.

Remember – you must choose your ISE II creative/descriptive writing task from the above list!

ISE III – PORTFOLIO TASKS 2010

SECTION 1

ISE III – Correspondence (word length range: 180-210 words)

1. You are concerned that the behaviour displayed by some celebrities sets a bad example for young people. Write a letter to the chairman of a youth organisation outlining your concerns, with relevant examples. Express your hopes for a change in their behaviour in the future.
2. A close friend has been extremely stressed recently due to family problems and a demanding boss. Write an email to your friend empathising with her situation, offering your support and proposing ways to stay calm and release tension.
3. You are concerned about the dubious merits of reality television shows and the way in which they exploit participants. Write a letter to the editor of a media publication summarising your position and quoting examples to support your views.
4. A young relative of yours has been caught trying to steal small items from a local shop with a group of his friends. Write an email to the teenager, trying to empathise with his situation but gently pointing out that his actions constitute unacceptable behaviour.
5. A multi-national company is planning to build a new supermarket in your area on land which is currently used as a sports ground. Write a letter to the local council outlining your strong objections to the proposal and emphasising the importance of providing sports facilities for the community.

Remember – you must choose your ISE III correspondence task from the above list!

SECTION 2

ISE III – Factual writing (word length range 220-250 words)

1. Audiences for theatre performances have become smaller in recent years. Write a report for a cultural organisation summarising the reasons for this decline and outlining measures to encourage more people to support the arts.
2. Write an article for a consumer magazine with the title, *'Internet censorship - the case for freedom of information'*. Evaluate the different standpoints in this argument and conclude with your own views on whether the internet should be more tightly controlled.
3. Recent studies have found that women are still underpaid and rarely promoted to senior positions in comparison to men. Write a report for an equal opportunities committee citing recent examples of inequality of opportunity and challenging employers to justify their actions.

4. There are increasing concerns about the effects of climate change. Write an article for an environmental publication, discussing the implications of changing weather patterns and saying what needs to be done to prevent the problem from escalating.
5. Write a review for a literary magazine of the most inspiring novel you have ever read in English. Discuss the merits of the novel, justify your opinions and explain how it had a positive impact on your life.

Remember – you must choose your ISE III factual writing task from the above list!

SECTION 3

ISE III – Creative and descriptive writing (word length range: 220-250 words)

1. Write a story for a teenage magazine about a young person who became addicted to using the internet to the point where she could only communicate with people encountered in cyberspace.
2. Write a series of diary entries, extending over several years, of someone who was extremely ambitious and achieved wealth and power using dishonest means.
3. Imagine you work in advertising and have been asked to create a marketing strategy for a new box of chocolates. Write a description of the product and packaging, and outline some suitable marketing strategies.
4. Write a description of the stereotypical strengths and weaknesses of your fellow countrymen, outlining the historical and other forces that you believe helped to shape your nation.
5. Write a story for a writing competition that begins or ends with the words 'He knew he shouldn't have done it, but it was the most important race of his life and he was desperate to win. He just hoped no one would ever find out.'

Remember – you must choose your ISE III creative/descriptive writing task from the above list!

ISE IV – PORTFOLIO TASKS 2010

SECTION 1

ISE IV – Correspondence (word length range: 300–350 words)

1. **A sports team with which you are associated is being investigated by the police after charges of using banned drugs were made by an opposing team.**

Write a formal letter to the police officer in charge of the case, contradicting detailed information in the other team’s statement and vehemently denying all the charges.

AND

Write an informal email to the members of your team, empathising with their unfortunate situation and affirming your complete faith in their innocence.

2. **A female colleague has recently returned from maternity leave to find that she has been demoted to a less senior post on a lower pay scale.**

Write a sympathetic email to your colleague, affirming your support and stating your willingness to take a stand on her behalf.

AND

Write a formal letter to the head of the human resources, asserting your colleague’s rights as an employee and asking for her to be reinstated to her previous post.

3. **You recently attended a presentation of research findings delivered by a well-known expert who made false assertions about a subject of which you have considerable knowledge.**

Write a formal letter to the expert, pointing out the errors in his presentation and referring to appropriate sources for the true facts.

AND

Write an informal email to a friend, who also has an interest in the subject, explaining why you felt it imperative to contradict the expert’s incorrect assumptions.

4. **In these days of war-torn countries and shifting populations, an issue of burning importance is the extent to which free migration across borders should be allowed or encouraged.**

Develop a blog in which two or more contributors with strongly opposing views and language styles debate this moral question.

5. **With improved standards of living, people in many parts of the world are living longer. This causes economic problems both for them and the younger generation.**

Develop a blog in which two or more contributors with contrasting views and language styles discuss alternative ways of dealing with an ageing population.

Remember – you must choose your ISE IV correspondence task from the above list!

Please note the word length range given above for ISE IV correspondence tasks is for the whole task e.g. letter and email. Dividing the word length between the individual pieces of correspondence is the responsibility of each candidate. However, you must not exceed the stated maximum word length range.

SECTION 2

ISE IV - Factual writing (Word length range: 300- 350 words)

1. **It is said that variations in body language can radically affect the impression we make on another person, e.g. in an interview situation.**

Write an article for a psychology publication, providing evidence to support your affirmation or denial of this perception. Justify your opinion with examples from real-life situations.

2. **Is it possible to devise an education system which allows equal opportunities to every child, regardless of background, family or place of birth?**

Write a report for a government think tank which is considering educational reforms, asserting your views on the current system in your country and presenting your proposals for greater equality of access to education.

3. **Your company recently decided to reduce prices on a range of goods in order to maintain sales at a time of fierce competition. It is now time to evaluate the results of this strategy.**

Write a report for your senior manager, evaluating the effects of the strategy on sales, expressing caution about widening the policy to other products and justifying your conclusions, with an analysis of the evidence presented.

4. **Drug-dealing and taking present a major problem to governments, who have sought to tackle it with methods ranging from declaring 'war on drugs' to passing legislation to decriminalise drug-dealing and using.**

Write an article for an international news publication, evaluating the options for dealing with this matter, affirming your own beliefs on the subject and including evidence to support your argument.

5. **Adaptation, the process by which one art form develops into another, is a commonplace artistic activity¹.**

Write a critical review of a film or play which has been adapted from a novel, discussing the extent to which the adaptation was creative or destructive. Conclude with your views on the challenges involved in adaptation.

Remember – you must choose your ISE IV factual writing task from the above list!

SECTION 3

ISE IV - Critical and analytical writing (Word length range: 300 - 350 words)

1. **'It takes a great deal of courage to stand up to your enemies, but even more to stand up to your friends.'** (J. K. Rowling, author)

Write an essay commenting on the merits of J.K Rowling's opinions, illustrating your views with relevant examples. Contrast your opinions with alternative viewpoints.

2. **'The inherent vice of capitalism is the unequal sharing of blessings. The inherent blessing of socialism is the equal sharing of misery.'** (Winston Churchill)

Write an essay in which you comment on the truth or otherwise of this statement and say what it implies for our social well-being, with illustrations from your own experience.

3. **'Laws alone cannot secure freedom of expression; in order that every man present his views without penalty there must be [a] spirit of tolerance in the entire population.'** (Albert Einstein)

Write an essay commenting on the relevance of Einstein's statement in today's society, giving pertinent examples to illustrate your viewpoint.

4. **'A mind once expanded can never return to its original dimensions.'** (Anne Hathaway)

Write an essay commenting on the truth or otherwise of this quotation and evaluating some experiences you have undergone which have opened your mind to new perspectives on the world.

5. **'A business has to be involving, it has to be fun, and it has to exercise your creative instincts.'** (Richard Branson)

Write an essay commenting on the validity of Branson's viewpoint. Assert your own views on how to establish and maintain a successful business, illustrating your contentions with relevant examples.

Remember – you must choose your ISE IV critical/analytical writing task from the above list!

¹ Salman Rushdie