

Sentences

Worksheet 2: More practice using complex sentences and paragraphs

Get started

Guided 1. The sentences from this paragraph are in the wrong order. Label each sentence **A**, **B** or **C**.

A Topic sentence **B** Supporting sentence **C** Closing sentence

- a. They will not need to phone during gym opening hours and wait while someone checks whether a class has space. **B**
- b. Our new online booking system has many advantages for your members.
- c. One of the most important benefits is that members can choose and book 24/7 – whenever and wherever they might be!
- d. Members can see what classes are available and book online.

Guided 2. Match each clause on the left with a clause on the right to make a complex sentence.

We feel you will lose business
Although you have a lot of
classes to offer,
Sometimes customers are
waiting in the café
Because customers have to wait
too long,

while staff are on the phone.
unless you invest in a new
system.
you are losing business.
people need to phone to find
out what's on.

Watch out!

Try reading the sentences aloud to see which ones make sense before you match them all.

Try this

Guided 1a. Tyler sees an advert and wants to apply for a job role. Read the advert below.

Spark Gym Group

We are opening a new gym in Elstrick!
We are recruiting for:

- reception staff and baristas in our coffee shop
- fitness trainers
- management trainees.

Apply in writing to:
13 Castle Road, Elstrick, EL2 5BR

- b. Organise Tyler's ideas into three paragraphs. Label each idea with **A**, **B** or **C**. Try to place three ideas into each paragraph.

Paragraph **A** = why he is applying for the job
Paragraph **C** = why he would be good at the job

Paragraph **B** = qualifications and experience

- Level 2 Diploma in Sport
- Strong interest in fitness
- Reliable and a decision-maker
- Worked as volunteer activity coach

A Want to get management experience

..... Want to build on my studies

B Excellent computer skills

C Hardworking and positive

..... Exciting opportunity in my local area

2. Choose a suitable conjunction for the sentences from the box.

and if when because although while as

a. my CV shows, I have a Level 2 Diploma in Sport.

b. I want to follow a career in leisure management I have a strong personal interest in fitness and health.

c. the situation demands it, I am always able to make quick decisions.

d. I do not have management experience, I am keen to develop my skills in this area.

e. given the opportunity, I feel that I can be a valuable member of your team.

f. I am reliable, hardworking an excellent team worker.

Hint

More than one of these choices might work in a sentence.



Aim to pass

1a. You see an advert and decide you would like to get involved. Read the advert below.

Volunteer Activity Coach (U18s)

We are looking for volunteers to deliver activity or sports sessions to under 18s at The Wakes Community Centre. This could be football, netball, climbing, table tennis, yoga, dance – anything that gets people moving!

We are looking for a friendly, reliable person who would like to help us deliver sessions. You don't need coaching experience, just enthusiasm and an interest in physical activity.

b. Write an email to the community centre.

In your email you should:

- say who you are and why you are interested
- explain what skills and experience you have
- describe why you think you can help and make a difference.

You should aim to write about 200 to 250 words. Complete your answer on a separate piece of paper. (21 marks)

Hint

Remember to use a mix of different sentence types to make your writing interesting. Too many short sentences can make your writing sound repetitive. Mix it up and include longer sentences that use conjunctions. Also make sure you use paragraphs.



Rate yourself

How confident are you at writing complex sentences and paragraphs?



Got it!

Move on to the next activity.



Not there yet...

Try one of the booster sheets for this worksheet.