

Answering Strategy

1. Text type and format – This is an informal letter to your teacher. To show friendliness and respect, begin your letter with 'Dear Mr... / Miss...'. and end it with 'Best, Chris'. Write in the first person.
2. Genre – This is a piece of narrative and descriptive writing. Inform your teacher of the award you received, what you have learnt from the course, and the general ways in which your English has improved.
3. Language and formality – The language of a personal letter to a teacher should be semi-formal: despite a possibly close relationship with your teacher, a certain degree of politeness is still needed. Use the past tense for the activities in the course, but use the present tense for benefits received.
4. Organisation – Since being awarded a certificate is good news, bring this up at the beginning of the letter. In the following paragraphs, talk about the things learnt, e.g. a knowledge about poetry, and your English improvement. Also talk about your experience, e.g. the mode of learning. Organise the paragraphs, and sentences in each paragraph, with cohesive devices.
5. Topic and vocabulary – The topic of this letter is study tour, poetry, and appreciation of literature. Draw on your own experience. Also refer to the following vocabulary for suggestions about ideas.

Useful vocabulary and expressions

Verbs / verb phrases

analyse	分析
depict	描述
enrich	使豐富
evoke a sensory experience	喚起感官體驗
glorify	歌頌
open one's mind to	開某人的視野
satirise	諷刺、挖苦

Nouns / noun phrases

certificate of merit	獎狀
courtly poetry	求愛的詩
creativity and imagination	創意和想像
English literature	英國文學
exchange ideas	交流
free verse	自由詩
interactive discussion	互動的討論
instructor	講師
metaphor	暗喻
mode of learning	學習模式
personification	擬人法
poetic techniques	寫詩技巧
poetry	詩

proficiency	精通
prose	散文
recognition	承認
Renaissance	文藝復興
rhyme	押韻
Shakespeare's sonnets	莎士比亞的十四行詩
sophisticated and polished phrase	複雜和華麗的短語
simile	明喻
vocabulary bank	詞彙庫

Adjectives

collaborative	合作的
concise	簡明的
dominant	支配的
extensive	廣泛的
flattered	感到榮幸的
militant	好戰的

Adverbs

critically	批判性地
wholly	完全地