

1. List out the strategies for the issues on Page 15. The more the merrier.

- ✓ Turn to professionals for help
- ✓ Have a secret code to communicate with parents.
- ✓ Have friends with similar values and beliefs.
- ✓ Get support from a trusted adult such as a parent, teacher, or school counselor.
- ✓ Pay attention to how you feel not others.
- ✓ Plan Your Term
- ✓ Know What Lies Ahead
- ✓ Refine Your Study Habits
- ✓ Form a Study Group
- ✓

2. Read the advice letter and answer the questions:

What is a typical format of an advice letter?

How do you think is the tone of the writer? What are the typical expressions?

How do you think is the content? Is it abstract or practical? Why?

What transitional words are used? Can you provide some more useful expressions?

Dear Sally,

I am sorry to hear that you have been feeling depressed because of being overweight. I'd like to share with you some tips that might help you out.

Firstly, I think you should be confident of yourself. As a saying goes, never judge a book by its cover. By no means can appearance define you. You are sure to attract others with your smart brain and big smile. Remember I took to you the first time we met each other. Besides, for the sake of your health, I suggest that you take exercise regularly. For example, you can swim or jog three to four times every week. If you keep doing that, I'm sure you will lose weight and become more energetic.

Hope some of the tips work for you. Write to me if you have further problems.

Yours truly,
Helen

3. Useful Expressions

Make suggestions

- ✓ My suggestions are as follows.
- ✓ The following suggestions should be taken into consideration when we are seeking solutions to the problem.
- ✓ In view of the above, I think some urgent measures need to be taken to solve this problem.

	<ul style="list-style-type: none"> ✓ One way out is ... ✓ It will be advantageous / helpful/ profitable/ beneficial if ... ✓ should, ought to, be supposed to, might as well... ✓ ... is one of the best approaches/ weapons / ways / solutions. ✓ Another way of solving this problem is to...
Transitional words	<p>Addition: <i>in addition/ additionally/ furthermore/ besides/ moreover/ what's more/ similarly/ apart from....</i></p> <p>Cause and effect: <i>Since/ due to/ owing to/ thanks to/ as a result (of)/ accordingly/ hence/ otherwise/ consequently</i></p> <p>Exemplification: <i>for example/ for instance/ that is/ namely/ such as/ in other words/ in this case/ by way of illustration...</i></p>

4. Make a criteria of advice letter writing

Format	Include all the basic elements of an advice letter.
Content	<p>Introduce with problem description.</p> <p>At least two tips with clear explanation.</p> <p>Put at least one specific example.</p> <p>Make a conclusion and expectation.</p>
Expression	<p>Proper transitional words.</p> <p>Few grammatical mistakes.</p>
Tone	Show politeness, patience, sympathy and understanding.