

## I. Pre-writing

### 1. Directions: Brainstorm in group what we can write about concerning volunteering



### 2. What does the title “Helping others helps you” mean?

It means that when we help others, they may return the favour to us someday, thus helping ourselves.

It may also mean that in some cases, the thing we do to help others can somehow benefit ourselves as well.

(Answers may vary.)

## II. While-writing

### 1. Write a quote sandwich.

✎ Only they who fulfill their duties in everyday matters will fulfill them on great occasions. —An old saying

✎ Strive not to be a success, but rather to be of value. —Albert Einstein

✎ The greatest glory in living lies not in never falling, but in rising every time we fall. —Nelson Mandela

✎ Intelligence is the ability to adapt to change. —Stephen Hawking

a. Choose one quote from the above.

b. Write a quote sandwich.

c. Check whether every layer is included.

Introducing your quote: There is an old saying,

Using your quote: “Only they who fulfill their duties in everyday matters will fulfill them on great occasions.”

Explaining your quote: Those who focus greatly on daily work are more likely to succeed.

Or

Introducing your quote: Nelson Mandela once said,

Using your quote: “The greatest glory in living lies not in never falling, but in rising every time we fall.”

Explaining your quote: The greatest people are not afraid of failure because they are strong-willed enough to

overcome it.

(Answers may vary.)

2. Write an essay on volunteering in 90-110 words, and contribute it to school WeChat official account.

(Answers may vary)

**Step 1: Write a general statement about volunteering.**

People can learn how to cooperate with others in the process of volunteering.

**Step 2: Write down all the collected quotes.**

Lucy said, “When I immerse myself in the volunteering and share my stories with other volunteers, it is easier for me to understand and cooperate with them.”

According to John Ruskin, “The highest reward for a person’s toil is not what they get for it, but what they become by it.”

**Step 3: Next, write a quote sandwich.**

One of my friends, Lucy introduced her volunteering experience in a welfare house. She said, “When I immerse myself in the volunteering and share my stories with other volunteers, it is easier for me to understand and cooperate with them.” Volunteering provides us with a valuable opportunity to work with people of different ages, from different educational backgrounds and countries so that we can get over cultural differences to work toward a common goal.

**Step 4: Add a concluding sentence in the end, and use some linking words to make the essay more coherent.**

People can learn how to cooperate with others in the process of volunteering. For instance, one of my friends, Lucy introduced her volunteering experience in a welfare house. She said, “When I immerse myself in the volunteering and share my stories with other volunteers, it is easier for me to understand and cooperate with them.” Volunteering provides us with a valuable opportunity to work with people of different ages, from different educational backgrounds and countries so that we can get over cultural differences to work toward a common goal. In conclusion, volunteering is an efficient way to develop the ability to cooperate.

### III. Post-writing

**Directions: Assess the essay according to the 6 items in the checklist below.**

Checklist	Tick if Yes
1. Is the topic sentence clear and straight to the point?	
2. Are there quotes used in the essay?	
3. Are the quote sandwiches complete? (introduction, quote, explanation)	
4. Can these quote sandwiches support the topic sentence?	
5. Are there linking words to achieve cohesion?	
6. Is there a concluding sentence in the essay?	

### IV. Assignments

1. Polish your essay according to the checklist.
2. Complete WRITING TASK in the workbook.