

Argumentative essay (Opinion piece on military service, kevät 2020)

- the case given in the title
- argue for and/or against giving reasons for your opinion and providing examples or facts to support it
- Your text gives a more mature and analytical expression if you can provide arguments both for and against a topic.

Opening: state the subject of the essay and your opinion

Paragraph 1: arguments for the case + facts + an illustrative example

Paragraph 2: arguments against the case + facts + example

Closing: sum up and express (without repeating the same words you have used in the opening) your opinion again

Composition = essay (How has general upper secondary school prepared you for the future, kevät 2020)

- read the title carefully to make sure that you focus on the theme without going off the topic
- write the (first versions of the) opening and the closing paragraphs first to make sure that 1) you keep your content on the topic and 2) they are effective
- paragraph(s) 1 and 2: interesting, personal, unique content with lively description
- avoid boring adjectives ('small, little, big, nice, good, bad)

A blog text (Write a guest post to the BBC's Learning English blog discussing some of your experiences with unfamiliar words. Kevät 2020)

- show in your text that you are aware of your readers
- a contradiction: blogs are personal texts and can therefore use colloquial and informal language >< YTL won't give you top points for the text if you have used very informal language.
- if the instructions don't include a title but just tell you to e.g. "Write a blog entry on the importance of PE-classes at school", make sure the title you give to your text is catchy and strong

A letter/an email

- remember the greetings both in the beginning and the end of your text! The greetings have to be in line with the level of familiarity there is between you and the recipient of the letter.
- Dear Sirs / Dear Mr. Smith / Dear mom
- Yours faithfully / Yours sincerely / with kind regards / with best regards / love
- Greeting + opening paragraph + 2 - 3 paragraphs + closing phrases (e.g. looking forward to hearing from you...) + closing greeting + your name

A letter to the editor (Write a letter to the editor taking a stand either in favour of or against the kind of activism described in the attached text, syksy 2019)

- a response to something that has been published in the paper or an issue that is topical in society/your region at the time

- your style and vocabulary should show an awareness of the readers of the newspaper

- opening "dear editor of Helsingin Sanomat"

State your argument/issue you want to address, e.g refer to an article you are reacting to

Make your point + give evidence, provide data, personal experiences

Strong closure: End with flair/bravado

Sign with your name or with an alias that suits the theme of the text

A response ("Respond to this message on hanging on the Animal Rights discussion forum, kevät 2016)

- a response to an existing article, letter to the editor, blog text

- be polite even when you disagree

- pick points to which you react from the original text

- support your arguments with examples

A speech (Speech to war veterans, syksy 2017)

- a contradiction again: speeches are spoken communication -> less formal, spoken language is ok. >< YTL wants to see literary vocabulary in the essays that get 85-> points

- opening that is tailored to the audience (Ladies and gentlemen, dear fellow students, dear grandmother)

2-3 points. Make them personal and interesting

Closing that signals that your speech is over