

THEME 6 HELPFUL TIPS READING SKILL (SUNSHINE)

A. Read the paragraphs and answer the following questions.

Do you have any special skills? If you think so, you must choose your job carefully. Deciding on your career path is always difficult but if you follow these steps, you will find out the best job for you.

First of all, if you are good at a subject, you must focus on it. For example, if you are good at math and physics, you can be a doctor or an engineer. You have to get higher grades in university entrance exam for that. So, if you want to get a high grade, you must study hard for the exam. In addition, you must have a certain diploma to become a doctor or an engineer.

You must also know your likes and dislikes to choose the best job. If you're interested in animals, you should think of becoming a vet. Or, if you love writing, you should be a novelist. When your hobby becomes your job, you will always love your job and feel happy at work.

Another important aspect is deciding on your position in the company. If you like working within teams, you must become an employee or a clerk. If you are good at solving problems and managing other people, you could be an executive. You mustn't only become a member. Your position is important because this identifies your working hours, salary and your social status.

Finally, where you work is very important. Sometimes people are unhappy with their jobs because they don't like the company they work for or they have problems with their boss and quit. So, you should visit the company website and learn more about the firm before making a final decision. You mustn't apply for a job without some background knowledge.

1. Do you think deciding on your career is easy? Why / Why not?
2. What must you do to get high grades?
3. Why do you think you should focus on subjects you're good at?
4. Do you think that being happy at work is important?
5. Why is your position at a company important while choosing a job?
6. What happens when people feel peaceful at their work place?
7. Identify and underline one piece of advice, one rule and regulation.

B. Below is a letter of advice from Professor Juliana Anderson to Jammie. Study the letter and answer the questions related to the functions of the paragraphs.

Dear Jammie, **(Salutation)**

Thank you for asking me for advice. I have read the survey results and studied the system of your school to make good decisions. I hope my advice will be of help to your school. **(Introduction)**

First of all, the administration should change the duration of lessons. Most students complain about 50 minute lessons. As you know, most people, especially teenagers do not have long attention spans and they may easily lose their interest in the lesson. It may be a good idea to make it 40 minutes. **(Body Paragraph 1)**

Another reason for distraction seems to be the timetable. You had better request the administration to change the timetable. Some subjects require more attention, but we see that subjects of this sort such as chemistry, literature and physics are mostly in the afternoon. A change will make it easier for the students to keep motivated. **(Body Paragraph 2)**

In conclusion, changing the class duration and timetable will probably help you to fight the distraction problem in your school. Let me know about the results. **(Conclusion)**

Best. **(Closing)**

Which paragraph ...

1. is for starting the advice?
2. is for giving some more advice?
3. is for expressing good wishes?
4. is for showing the writer's purpose, awareness and tolerance about the problem?