**CLASS HANDOUT 18**

**I**  **Dividing a text into paragraphs.** Divide the following text into three paragraphs by adding ‘//’ where you think one paragraph ends and the other begins. Remember that each paragraph should begin with a topic sentence. The idea introduced in that topic sentence is then developed.

Respiration is the act of breathing. External respiration refers to the interchange of oxygen and carbon dioxide between the alveoli of the lungs and the pulmonary blood. Internal respiration, by contrast, takes place throughout the body; it is the interchange of these same gases between the circulating blood and the cells of the body tissues. Inhalation or inspiration refers to the intake of air into the lungs. Exhalation or expiration refers to breathing out or the movement of gases from the lungs to the atmosphere. Ventilation is also used to refer to the movement of air in and out of the lungs. There are basically two types of

breathing: costal (thoracic) breathing and diaphragmatic (abdominal) breathing. Costal breathing involves the external intercostal muscles and other accessory muscles, such as the sternocleidomastoid muscles. It can be observed by the movement of the chest upward and outward. By contrast, diaphragmatic breathing involves the contraction and relaxation of the diaphragm, and it is observed by the movement of the abdomen, which occurs as a result of the diaphragm’s contraction and downward movement.

 **(Kozier *et al*., 2008: 356)**

**II Identifying suitable topic sentences.**

**1** Consider the following examples. In your opinion, which of the three sentences is the most suitable topic sentence? Why?

(a) Growing vegetables in your back garden is fun.

(b) Growing vegetables in your back garden requires time and patience.

(c) Growing vegetables in your back garden can be very rewarding because you can watch the vegetables grow and then you can pick them and use them in your cooking.

Answer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**2** Now do the same with the following sentences:

(a) There are three areas to consider when marketing a new product.

(b) Marketing a new product is difficult.

(c) When marketing a new product you need to analyse the market by identifying

your target audience and looking at your competitors.

Answer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**3** And again with these:

(a) There seems to be a mismatch between teachers’ and students’ expectations.

(b) There seems to be a mismatch between the way teachers and students view academic writing.

(c) Students seem to rate writing skills relatively low on their learning priority scale as they do not realise the importance of writing in their academic life.

Answer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**III  Matching topic sentences to supporting sentences**

Each of the following sentences provides supporting information. Choose a suitable topic sentence from the list below to introduce each of these sentences. The sentences are not dependent on each other and are therefore not intended to be read in a linear way.

**1** Firstly, if an island is created by the loss of a land bridge to the mainland, following

a sea-level rise, the new ‘continental’ island might initially be species-rich.(p. 255).

**2** Land reclamation suggests that the land can be used again whereas land restoration

is about returning the site to its former state. (p. 261).

**3** Many regions of the world have experienced major climatic change to which plants and animals have been forced to adjust in order to survive. (p. 250).

**4** Islands often provide as near a situation to a scientific laboratory that the biogeographer

is likely to encounter. (p. 254).

**5** This may be in order to increase the efficiency of its production or to control the spread of pest species. (p. 257).

*Choose from the following topic sentences. You* ***will not need one of the topic sentences***

*provided:*

(a) The study of isolated areas such as islands has provided knowledge and understanding

of huge importance.

(b) Many aspects of biogeography have great relevance and impact today.

(c) Several important extensions of land biogeography theory are used in biogeography

and elsewhere to explain patterns of distribution.

(d) There is often an economic as well as scientific reason for learning about the preferred ‘geography’ of a species.

(e) Biogeographical management may involve land restoration or land reclamation.

(f) Over a lesser but still extended period of time, climatic fluctuations over the past 2 million years have been important determinants of biogeographical change.

Answers: **1** \_\_\_\_, **2** \_\_\_\_, **3** \_\_\_\_, **4** \_\_\_\_, **5** \_\_\_\_

 **(Holden, J. (ed.) 2008)**

**IV Writing topic sentences.** Read the following paragraphs and create a suitable topic sentence for each one.

**1** (On people’s views of nature)

…………………………………………… Some feel ruled by it, others feel in harmony with it and still others seek to master it. A long-term trend has been people’s growing mastery over nature through technology and the belief that nature is bountiful. More recently, however, people have recognised that nature is finite and fragile – that it can be destroyed or spoiled by human activities. **(Kotler *et al.*, 2008: 221)**

**2** (On social interactions)

…………………………………………….Because of hereditary differences, one child may be more sociable; this child will be the recipient of more interaction. Another child may be abrasive and disagreeable; this child will be treated more coldly. In the case of identical twins, who have no hereditary differences, the amount of interaction with each twin is likely to be similar. **(Martin *et al*., 2008: 657)**

**V Using suitable signalling expressions.** In the following text on understanding a textbook, at least 10 inappropriate signalling words and phrases have been included. Identify them and either remove them or replace them with a suitable word or phrase.

Research (Slotte and Lonka 1999) on student note-taking methods usually suggests that there are specific ways of reading a textbook which can maximise learning. As a matter of fact, half of the research sample were asked to review their notes during note-taking; the other half were not given any explicit instructions. Besides, analysis of the quality and quantity of notes similarly indicated that reviewing notes during essay writing was associated with good performance on questions that required comprehension of the text and deep, and what is more, detailed knowledge. Moreover, reviewing these notes did not naturally help with drawing original conclusions about the text. In comparison, it was noted that students summarising the text in their own words, apart from this, with their own subheadings and structure, performed better than those students who took verbatim notes or, in short, took notes in the exact order in which the material appeared in the text. Actually, this finding suggests that deeper understanding (and better performance) comes from having read and understood material in a text and finally expressing it in your own words.

 **(Martin *et al*., 2008: 295)**