

QUESTION 1:

Explain what you hope to achieve in your career once you have graduated from your engineering degree at EIT

400-500 words (1 typed page- single spaced)

You will be marked on:

- **Structure** the presentation of information and the logical order of ideas.
- Clarity the effective communication of relevant ideas.
- Accuracy the correct use of the English language including punctuation and vocabulary.

What are the key words?

Key word

Explain

- Hope to achieve
- Once graduated
- Engineering Degree

What they require

- Make (an idea or situation) clear to someone by describing it in more detail or revealing relevant facts
- Your dreams
- The future
- Only in this specific area

QUESTION 2:

Write to the manager of a local engineering company requesting a three-month internship.

250-300 words (1/2 to 1 typed page - single spaced)

Key words

- Write a request the format is going to be a letter
- To the manager
- Local engineering company
- Three month internship

Writing a letter

Use the correct format.

Writing your letter correctly and in a professional format will give a positive first impression.



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There you be used communities.

Track Littlerely

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Your full address

25 Power Street East Perth 6000

Company Address Coastal Engineering 428 Rigby Road Kwinana 6010

Date

3rd March 2020

Salutation

Dear Mr/Ms Radebe Dear Sir / Madame



Dear Internship Coordinator



Subject line

RE: Request for three-month internship

Image: https://www.wikihow.com/Write-a-Letter-of-Request

Introduction

Who you are Establish a connection

Your request Keep it short

Your reason/s It is a course requirement

The Body

This will contain more specific information about your request

- * Any previous relevant experience
- * Your attributes hard working, reliable, willing to learn,
- * What you could offer the company
- * What you hope to gain from *this* internship
- * be direct and thorough but brief.

Conclusion

Thank you/Gratitude

Thank you for taking the time to read my application and consider me for your internship programme.

I look forward to hearing from you / your response / your reply.

Please let me know if you require any further information.

Closing salutation

"Sincerely," or "Kind regards"

Your name

Your email and contact number

Academic Session - English Readiness Test Feedback

Question 1

Most of the students wrote about why they chose to study at IET and what it has to offer them. This was then linked to why the students thought that they would have good jobs in the future.

Question 2

Several students did not know the format of the letter required.

Several did not use any closing salutation in their letter.

Several students only asked for a three-month internship. They did not state what they had to offer the company i.e. skills, personal attributes etc.

General

Most students did not use articles.

The incorrect tense was a common occurrence.

A few students did not use a capital letter at the beginning of a sentence.

A few did not have correct sentence structure.