Create a new voice

IAS English Language - WEN01/01 selected skills

Name: _____ Date: _____

Plan before you begin

Check the audience, purpose and required length. Organise your ideas, write or speak, then check meaning and accuracy.
Example: A clear paragraph has one main idea with useful supporting detail.
Write a 180-220 word welcome blog for nervous first-time volunteers. Use an approachable personal voice, practical guidance and a realistic example. Then note two language choices.
දී ඇති උපදෙස් අනුව ඔබේම පිළිතුර ලියන්න.

Try it yourself

1. Write the welcome blog. Do not copy the extracts.

2. Name two language choices and connect each to your intended audience.

Audience and context in action

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Understand the idea

Read once for the main idea. Read again to find the detail or evidence needed for each answer.
Example: A question beginning Why needs a reason supported by the text.
Read this new situation carefully. Use only the stated facts for the first answer. Then improve the sentence and apply the idea to a new situation. Check meaning, punctuation and the reader's needs.
පාඨය කියවා තොරතුරු සොයන්න. පසුව ඔබේම අදහස පැහැදිලිව ලියන්න.

A community science group needs new volunteers. Its formal report says, Participants are required to indicate availability prior to allocation. A draft social-media post says, Got an hour? Tell us when you can help and we will find a role that suits you. Both refer to the same process, but they present the relationship with the reader differently.
එකම වෙන්කිරීමේ ක්‍රියාවලිය පාඨකයා සහ මාධ්‍යය අනුව වෙනස් භාෂාවෙන් දැක්විය හැකිය.

Try it yourself

1. Identify one grammatical or lexical difference and connect it to the likely audience.

2. Improve this sentence: Informal language is always more effective than formal language.

3. Write two versions of a short availability request: one for a formal volunteer form and one for a welcoming social post. Explain one deliberate language choice.