



Salahaddin University/Erbil  
College of Political Science  
Department of International Relations and Diplomacy  
Monthly Examination  
2022– 2023/ First Semester

Subject: Academic Writing  
Stage: First  
Examiner: Pawan A. Talib

Date: 13 /Dec / 2022  
Time: 45 minutes

**Q1. Correct the paragraph by adding appropriate punctuation and capitalization. ( 5 Marks)**

winston is one of the most laid-back people i know he is tall and slim with black hair and he always wears a t-shirt and black jeans his jeans have holes in them and his baseball boots are scruffy too he usually sits at the back of the class and he often seems to be asleep however when the exam results are given out he always gets an "A" i don't think hes as lazy as he appears to be.

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**Q2. Choose the correct answer (so, and, however or but) (5 Marks)**

1. I was against the new project, ..... I accepted to help.
2. He was late.....wasn't allowed to get in.
3. He's going to work in Colombia, .....he's learning Spanish.
4. It was very expensive, .....I bought it.
5. She was very poor, .....she never asked for help.
6. I wanted to attend the meeting, I couldn't because I was very ill.
7. We enjoyed the vacation. ...., it rained a lot.
8. I went into town. I bought some food ..... I went to the library.
9. He worked hard, ..... he passed all his exams.
10. We need to buy a new car. \_\_\_\_\_, we can't afford it right now.

**Q3. Complete the email message using the words in the box. (5 Marks)**

appreciate    also    **faithfully**    finally    first of  
all    forward    further    grateful    know    faithfully    mind    reference

Dear Sir/Madam,

I am writing in **1** .....to the home exchange service that you offer on your website. We are a family of four who have been considering the possibility of exchanging our main home for some time and we would be **2** .....if you could answer a few questions.



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3....., I would like to 4 .....if some kind of insurance is included in the fee that you charge for your services. We have our own home insurer, but we are not sure if we should talk to them before doing an exchange. I would 5 .....some information on this point.  
I would 6 .....like to know if pets can be included in the exchange. We have a cat and we do not have anybody to look after him while we are away. Could you tell me if exchanging pets or leaving a pet in the care of the people who are coming to your home is a common practice?  
7 ..... I would be interested to receive 8 .....information about the confirmation process. Would you 9 .....telling me if there is an exchange contract that needs to be signed before your exchange?  
We would appreciate it if you could answer these questions. I look 10 .....to hearing from you.  
Yours .....  
Stephanie Clark

**Q4. Rewrite the complete sentence using the adverb of frequency in brackets in its correct position (5 Marks)**

1. Our teacher, Mrs Jones,late for lessons. (never / be)

.....

2. Imy bedroom at the weekend. (often / clean)

.....

3. My brother me with my homework. (hardly ever / help)

.....

4. I bored in the maths lessons. (sometimes / be)

.....

5. Sara smiles. (always)

.....

Good Luck



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**Q1. Rewrite the pairs of sentences. Add capital letters, and full stops or question marks. (10 Marks)**

1. my name is emin alpay im a teacher at the middle east technical university in Ankara
2. im a receptionist in a big hotel in singapore the name of the hotel is the royal palace
3. my husband is called sami and he is a pilot he works for air new Zealand
4. mrs. elly hollemans is a teacher she comes from holland and she teaches german.
5. where is the faculty for oriental is it in oxford

**Q2. Describe the following jobs according to *interests, stressful, jobs that are healthy and salary.* (10 Marks)**

1. Florist    2. Taxi driver    3. Fire fighter    4. Managing Director    5. Nutrition

**Q3. Use the sequence adverbs (or sequence markers) include *first, next, then, and finally.* (10 Marks)**

1. If you want to make an omelet, you need to break the eggs ..... ..  
..... you should heat butter on a pan. ...., you can add the  
eggs....., you can enjoy your omelet with your favorite vegetables or a piece  
of bread.
2. I'm eating breakfast now. I will clean the kitchen .....
3. She will finish her coffee **and** ..... she will continue with working tasks.
4. I've worked all day. ...., I can go to bed.
5. ...., I will show you how to toast bread.
6. "Sarah is doing her degree. ...., she wants to be a lawyer.
7. I went to Bolivia on holiday. ...., I want to go to Brazil.

**Q4.**

**A. Explain the uses of apostrophe with examples. (3 Marks)**

- 1.....



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2.....

3.....

**B. Rewrite the complete sentence using the adverb of frequency in brackets in its correct position. (7 Marks)**

1. Frank is ill. (**often**)
2. They are terrible (**usually**)
3. I go jogging in the morning. (**always**)
4. I smoke. (**never**)
5. He reads the local newspaper. (**sometimes**)
6. Our teacher, Mrs Jones,late for lessons. (**never / be**)
7. I bored in the maths lessons. (**sometimes / be**)

**Q5. Use 10 of these academic words in sentences. (10 Marks)**

Analyses, approach, authority, financial, policy, principle, administration, consequences, region, select, Survey, regulations, circumstances, contribution, registered, debate, hence, hypothesis, promote, prior, statistics.

**Q6. Write a paragraph about your favorite university not less than 200 words. Using these subordinators (since, although, which, who, that, so that, while, before, until). (10 Marks) p**



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**Q1. Rewrite the sentences. Add capital letters, and full stops or question marks. (10 Marks)**

1. Spring while we are writing is here the winds blow gently the birds the flowers and the buds all proclaim the coming of spring
2. he said why do you come and disturb me what a nuisance you are why can't you play somewhere else can not you see that i want to work go away at once and do not come here again

**Q2. Complete the definitions. Answer 5 of them. (10 Marks)**

1. A s..... does research in science.
2. A d..... help sick people.
3. A sh .....sells things.
4. A f..... sells flowers.
5. An a ..... acts in plays and films.
6. An i.....interprets from one language to another.

**Q3. Read the sentences then chose the right sequence adverbs. (10 Marks)**

1. If you want to pass your exams, you must study very hard \_\_\_\_\_.  
a. First      b. next      c. then      d. finally
2. Ruayda woke up late and \_\_\_\_\_ he was late for work.  
a. next      b. finally      c. then      d. first
3. Abdullah \_\_\_\_\_ finished the project last week.  
a. first      b. then      c. next      d. finally
4. Hawnaz was ill for a week before he \_\_\_\_\_ went to the doctor.  
a. then      b. first      c. next      d. finally
5. When you cook vegetables, you should wash them \_\_\_\_\_.  
a. next      b. finally      c. then      d. first

**Q4. Complete the sentences. Use the frequency adverbs and the correct form of the verbs in brackets. Answer 5 of them. (10 Marks)**

1. Our teacher, Mrs Jones.....(never / be) late for lessons.
2. I..... (often / clean) my bedroom at the weekend.
3. My brother ..... (hardly ever / help) me with my homework.
4. I.....sometimes / be) bored in the maths lessons.



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5. We ..... (rarely / watch) football on TV.
  6. You and Tony..... (never / play) computer games with me.
  7. You ..... (usually / be) at the sports centre on Sunday.

**Q5. Use 10 of these academic words in sentences. (10 Marks)**

Assessment, area, evidence, export, economic, estimate, administration, principle, region, select, Survey, regulations, policy, role, registered, debate, sector, journal, security, dominant, civil.

**Q6. Write a paragraph about a healthy job not less than 150 words. Using these subordinators (since, although, which, who, so, that, while, before, until). (10 Marks)**