



**UNIT5: WE ALL HAVE RIGHTS AND DESERVE RESPECT**

Lesson type: **Writing**

**LEARNING CONTEXT**

After a visit to a prison, the students of 1<sup>ère</sup>D1 of Lycée Municipal 2 Koumassi decide to write a letter to the representative of Human Rights Watch in order to see the prison officials, this, to improve prisoners' life.

**LESSON CONTENT**

| Vocabulary   | Language Function   | Structure   |
|--|---|---|
| <b>formal letter, Civil rights, Welfare, To mistreat</b> | <b>Expressing impossible conditions with the third conditional.</b> | If + subject + past perfect, subject + past conditional |
|  |   |   |

**Lead-in**

- 1- How do you communicate with your friend?
- 2- Do you usually communicate your friend by letter?
- 3- When do you generally use letter to communicate with people?

**A- VOCABULARY**

- 1- A **formal letter** is one that is addressed to an official of an institution or organization.
- 2- **Civil rights** are the rights of citizens to political and social freedom and equality.
- 3- **Welfare** is the health, happiness, and fortunes of a person or a group.
- 4- **To mistreat** is to treat badly.

**B- LANGUAGE FUNCTION**

**Expressing impossible conditions with the third conditional.**

**Structure:** If + subject + past perfect, subject + past conditional

**Examples:**

- If citizens *had respected* civil respected, there *wouldn't have been* any crime.
- Nobody *would have contracted* the Corona disease **if** everybody *had respected* the instructions given by the government.

**Activity 1 complete the sentences with the right word below formal letter civil rights welfare to mistreat**

- 1 A letter we address to authorities or institutions is a.....
- 2 The rights of citizens are called.....
- 3 The .....of every population is what governments want
- 4 We must not ..... children even though they make mistakes.

**Activity 2** Use the correct words to complete each sentence. Number 1 is the example. 1 would have made

1 If the cab driver had been less kind he ( would have made will have made) the old man pay for the trip.

2 She would have been a successful woman if her parents ( allowed had allowed her) to complete her studies.

3 If they ( had studied have studied) harder they would have passed the exam.

4 He would have had a normal childhood if he ( had not been abducted was abducted) and forced to fight

5 If I ( have seen had seen you yesterday I would have you about the the problem.

## **C- THE FORMAL LETTER**

### **A- Plan of the letter**

|  |                      |
|--|----------------------|
|  | The writer's address |
|  | The date             |
| The receiver's address                               |                      |
| The title of letter                                  |                      |
| The opening phrase or salutation (dear Sir / Madam), |                      |
| The purpose of the letter                            |                      |
| .....  |                      |
| .....  |                      |
| The details (explanations + examples) of the purpose |                      |
| .....  |                      |
| .....  |                      |
| .....  |                      |
| Actions requested by the writer                      |                      |

## **B- Writing strategy**

You can use the following techniques to make your writing more formal:

- 1- Do not use contractions or abbreviations.
- 2- Do not use colloquial expressions like “cool!”, “ great!”, “you know”
- 3- Do not use the first or second person. Use the third person.
- 4- Avoid the imperative, as this can seem rude. Use the passive instead.
- 5- Use the passive instead of the active voice.

### **COMMUNICATIVE ACTIVITY**

After a visit to the prison of Abidjan, the teacher asks you to organise yourselves in groups of 5 to write a letter to the representative of Human Rights Watch in order to help improve the prisoners' life in this place. The following will help you write your letter:

- Say why you are writing this letter,
- Describe the prisoners' conditions of life,
- Mention the actions you would like the Human Rights Watch to take for the prisoners.

### **COMMUCATIVE ACTIVIVITY**

During your last English club session, you were asked to write a letter about your bad working conditions. Write your letter to your Headmaster in which you are going to

Explain to him the situation

Mention the different problems

Propose some solutions to end them

<https://www.readingrockets.org/article/introduction-letter-writing>

- 1- When do people write letters?
- 2- To whom people generally write letters?

