

Integrated Skills in English

ISE IV Portfolio tasks 2020

These are the only acceptable portfolio tasks for candidates taking the ISE IV exam from 1 January 2020 to 31 December 2020.

Your ISE IV Portfolio must contain a total of three tasks. You must present one task from each section:

One from Section 1 – Correspondence

One from Section 2 – Factual writing

One from Section 3 – Critical and analytical writing

Please write the task question number on each piece of work.

At the end of each task, write the number of words you have used to complete the task. You must not exceed the stated maximum word length range.

ISE IV Portfolio preparation rules

ISE IV candidates and teachers must follow these important rules when preparing portfolio tasks:

1. The Portfolio must contain the candidate's own work and no one else's.
2. Nobody except the candidate personally should correct, add to or take anything out of a task.
3. Teachers (or any other person) must not correct a candidate's work.
4. Teachers are allowed to give one piece of feedback per portfolio task only. The ISE IV student portfolio feedback form should be used for this purpose. This must be the only form of feedback given.
5. No one except the candidate's teacher is permitted to give the candidate feedback on their work.
6. Candidates must not copy a piece of written text from any other source and present it as their own work.

Please note that if any of the above rules are broken, a U (Ungraded) grade will be awarded by the examiner, and the candidate will score zero in his/her portfolio.

Candidate disqualification warning!

Trinity will not tolerate any cheating, unfair practice or breach of its rules and regulations. Candidates found to have committed any such conduct will be disqualified.

ISE IV Portfolio tasks 2020

Section 1

ISE IV – Correspondence (word length range: 300-350 words)

- 1. Your local school is going to be merged with a larger school in another town. Local residents and the teaching staff are strongly against this proposal.**

Write a formal letter to your local education authority opposing this action and assessing what the effects on local people will be.

AND

Write an informal email to a teacher at your local school, who you know personally. Affirm your support for her and her colleagues in opposing the merger.

- 2. You are collaborating on a project with a colleague at work, but you find that you are doing more than your fair share of work.**

Write an informal email to your colleague, tactfully outlining your dissatisfaction with the situation, and gently proposing a range of strategies to improve the situation.

AND

Write a formal email to your line manager, alerting him/her of the situation in order that he/she can monitor how it develops.

- 3. A group of students from your college wants to take part in an environmental competition with a project to fight climate change. However, the principal of the college is a climate change sceptic and has refused permission for the group to enter the competition.**

Write a formal letter to the principal affirming the importance of the students entering the competition and diplomatically suggesting that action on climate change is necessary.

AND

Write an informal email to the group of students proposing a measured course of action to put pressure on the principal to change his/her mind.

- 4. Your area was once home to various species of wildlife that used to roam freely but, as a result of urbanisation, are no longer present. Your local newspaper has recently revealed plans to create a national park where some of these species will be reintroduced.**

Develop a blog with a number of contributors, representing both environmentalists and local residents, in which the positive environmental impact of such a scheme is set out alongside arguments against it. Give relevant examples to support the opinions presented.

- 5. You are a CEO of a manufacturing company. A newspaper article recently claimed that your company is planning to automate some processes which will result in significant job losses. This is inaccurate as the new technology will enable employees to focus on more rewarding work.**

Write a formal letter to the editor of the newspaper contradicting the assertions made in the article.

AND

Write a semi-formal email to your employees downplaying the significance of the article and affirming your commitment to the professional development of your staff.

Remember – you must choose your 2020 ISE IV correspondence task from the above list.

Please note the word length range given above for ISE IV correspondence tasks is for the whole task, eg letter and email. Dividing the word length between the individual pieces of correspondence is the responsibility of each candidate. However, you must not exceed the stated maximum word length range.

ISE IV Portfolio tasks 2020

Section 2

ISE IV – Factual writing (word length range: 300-350 words)

1. Literary classics transcend time and resonate with modern audiences.

Write a review of a classic novel from the past (20th century or earlier) outlining in what ways it is still relevant today, giving examples to illustrate your point. Consider other aspects that might contribute to making a novel 'a classic'.

2. People often feel pressurised into exercising and following a healthy diet by governments and the media, but perhaps this should be a matter of individual choice.

Write an article for a sociology magazine outlining some of the external pressures to lead a healthy lifestyle that people face today. Make assertions about why an individual should be able to make up their own mind on this, countering these arguments with reasons why external interference might be beneficial to society as a whole.

3. While photographs might present a more accurate representation of reality, paintings can reveal much more than this.

Write a review comparing two art exhibitions, one featuring paintings and the other photographs. Consider how the photographs and paintings differed in the way the subjects were represented and examine how your response to these two art forms varied. Evaluate whether you believe paintings can offer a deeper insight into their subject than photographs.

4. The film industry has increasingly been under public scrutiny due to a lack of diversity in mainstream films.

Write a review of a film that you believe supports diversity in today's society, illustrating your claims with relevant examples. Conclude with your opinion on what the film industry needs to do to continue to address a lack of diversity.

5. You are a director of a company that is considering rolling out a telecommuting programme for all employees. Under this scheme, they will all work from home using communications technology rather than in the office.

Write a proposal for the board of directors outlining how to set up a successful telecommuting programme. Assert how beneficial these new working arrangements would be and counter any possible objections to the idea.

Remember – you must choose your 2020 ISE IV factual writing task from the above list.

ISE IV Portfolio tasks 2020

Section 3

ISE IV – Critical and analytical writing (word length range: 300-350 words)

1. 'Our life is frittered away by detail. Simplify, simplify.'

(Henry David Thoreau, philosopher, 1817-1862)

Write an essay demonstrating what you understand by this statement and evaluating its validity. Support your views with relevant examples from your own experience.

2. 'I believe you have to be willing to be misunderstood if you're going to innovate.'

(Jeff Bezos, technology entrepreneur, born 1964)

Write an essay interpreting the meaning of this statement, assessing to what extent technological advances demonstrate how accurate it is. Discuss what factors might influence whether an innovation is successful or not.

3. 'There is no end to education. It is not that you read a book, pass an examination, and finish with education. The whole of life, from the moment you are born to the moment you die, is a process of learning.'

(Jiddu Krishnamurti, philosopher, 1895-1986)

Write an essay asserting to what extent you agree with the statement above, affirming the ways in which people of different ages are involved in learning processes, supporting your ideas with relevant examples.

4. 'Entertain, but also, give the viewer something to think about.'

(Abhijit Naskar, neuroscientist and author, born 1991)

Write an essay evaluating this statement in relation to television today. Present some examples of programmes that you consider to be both entertaining and thought-provoking, analysing the way in which they achieve this dual role.

5. 'Contrary to the fears of some pundits, the ascent of women does not portend the end of men. It offers a new beginning for both.'

(Stephanie Coontz, author and historian, born 1944)

Write an essay demonstrating your understanding of the issues raised in this quote. Evaluate to what extent women have achieved equality today and assess the effect that this has had on men.

Remember – you must choose your 2020 ISE IV critical and analytical writing task from the above list.