Proposal: College Residential Trip

### Task

You are a student representative at your college. The school is organising a week-long end-of-year educational trip to a famous European city. You have conducted a survey of students in order to choose the best city. Write a proposal to the principal based on the results of the survey; you should say which European city should be chosen, explain the educational and cultural value of visiting that city and also make suggestions about logistics such as transport and accommodation. Word limit: **220-260 words**

### Discussion

1. Which European cities would be best for a residential trip?
2. What cultural and educational value would a trip to one of these cities have?
3. What would be the best way to get there?
4. What would be the best accommodation for a large group of students?

### Proposal Refresher

*Choose the correct alternatives:*

1. A proposal is a *formal/informal* piece of writing.
2. I *can/can’t* use contractions and personal language.
3. A proposal *has/doesn’t have* paragraph titles (sub-headings)
4. I *must/mustn’t* clearly say the main purpose of the proposal in the introduction.

### Paragraph Plan

1. **Introduction** - Say the purpose of the proposal and mention the city you have chosen.
2. **Educational & Cultural Value** - highlight what students would learn from the trip, mention places of interest they would visit.
3. **Logistics** - Make recommendations about transport and accommodation.
4. **Conclusion** - Summarise ideas and try to convince the principal to choose the city.

| *Introduction:** The purpose/aim of this proposal is to….
* This proposal sets out to…
* The proposal will comment on…
* The focus of this proposal is…
* This proposal is based on the findings/results of an extensive survey completed by…
 | *Expressing general opinions/info:** ….is considered/thought/said to be…
* …is highly regarded in (place)…(good reputation)
* There is widespread agreement that…
* Opinions are divided regarding…
* It is common knowledge that…
* The survey results indicate that…
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| *Survey results** Virtually everyone who completed the survey stated that..
* Over (60%) of those interviewed stated that…
* The vast majority of people interviewed believe that…
* A large proportion of students indicated that...
* A small percentage of those surveyed agree/disagree with…
 | *Giving Recommendations/Suggestions** I highly/strongly recommend …..ing
* If we were to travel to Paris, …. would ….
* Were we to travel to Rome….., ….. would ….
* It would be advisable/practical to….
* Use a gerund: Travelling by plane would mean that….
* It is worth bearing in mind that….
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