**TASK 1:**

*Write a letter on the given topic:*

One of your subordinates is being transferred to another command. Write a performance evaluation for him or her.

In the letter include information about:

* service
* relationship and leadership
* professional skills
* decision making or problem solving

*Recommended word count: 120 words*

*Recommended time: 20 min*

**TASK 2**

*Write a text on the given topic:*

Living in a big city is very different from living in a village. State both the advantages and disadvantages of life in a city and in a village. Write about where you would like to live and why. Give specific reasons and details to support your view.

*Recommended word count: 150 words*

*Recommended time: 25 min*

**TASK 3:**

*Write a composition on ONE of the given topics:*

1. When swine-flu was on the increase around the world, it was considered compulsory for a large number of Czech soldiers to be vaccinated. In such epidemics, what will the advantages and disadvantages of compulsory vaccination be?
2. Some people feel that once you get married you lose your freedom. If you do not get married but simply live together, there are no bureaucratic problems and delays. Others, however, prefer a traditional approach to marriage. Choose one side of the argument – traditional marriage versus living together – and discuss its advantages and disadvantages.

*Recommended word count: 250 words*

*Recommended time: 45 min*

**Sample 1**

Task 1:

Dear Sir,

According to the transfer of SFC. Jan Novák under your command I am going to write you a performance evaluation in him. Before he joined the ISR team he had been serving on the position of a squad leader. The relations between team members are on a very high level and he is a significant part of the team. His professional skills are on extremely high level. The most suitable proof is the Methodology of reccon teams for using ISR equipment he prepared in cooperation with other members of the unit. He is constantly showing excessive creativity in decision making and especially in dealing with problems. Some of the solutions he found out are more than original and also seriously effective. I strongly believe that SFC Novák will be one of the best members of your detachement.

Best regards,

MSG Dvořák, Senior ISR specialist

141words

Task 2:

It is well known that living in a big city is completely different from the village life. The city offers to its inhabitants various possibilities to spend their leisure time does not matter if is somebody keen on activities like culture (galleries, theatres, cinemas) or sports (huge amount of clubs and other facilities). It is also much easy to get well payed job. On the other hand, life in the city is much more expensive in comparison to the countryside besides the dirty environment and pollution. The benefits of living in the village are in the close proximity to nature and in the last but not least row to the neighbors. If the place is situated in vicinity of any larger town it may offer the similar comfort like the city. Among the negatives is important to include the necessity to be owner of the car and to commute to work on a daily basis. I prefer to live in the village mostly because I am used to it and also closely bounded to the nature.

176 words

Task 3:

Few years ago made the General staff of Czech army, probably under the pressure of government, solution about vaccinating its soldier against swine-flu which was the serious concern that time. It had some pros and cons and now is time to discuss it.

Among the advantages of the compulsory vaccination in such a serious situation is possible to count the role of prevention and limiting the spread of the illness. If all people are vaccinated, the illness has no chance to spread.

On the other hand, the swine-flu already was not a serious concern, perhaps it was almost over. The second problem is the opinion of most people about anything compulsory especially if it is so sensitive issue like vaccination which is not necessary from the health perspective. I can remember the situation very well and the truth is that most of the vaccines ended up in the toilet just because it was obligatory. It was very well known that time that it was organized just because these vaccines were going to expire. Also the risk of side effects are serious concern against the vaccination.

In conclusion in this situation were the positives and negatives in serious disballance and there were no advantages to get the vaccine.

 207 words

**2+ - word order, czenglish, articles, inappropriate collocations, problems with argumentation, repetition**

**Sample 2**

Task 1

Dear Sir,

This letter should be considered as assessment of WO Petr Truhlar who has been serving at CIS department of WOC since 2008. Nominative has always been in the front line when it came to solving any demanding problem while exerting outstanding professional skills and has been able to lead others instead of following them. Being approachable and valid team member, he has committed great deal to success in every assigned task.

Due to his extraordinary personality and highly professional attitude I suggest promoting of WO P.T. in foreseeable future. I must admit that his transfer constitutes a grave loss for our unit.

Best regards

MSG Jan Novák

109words

Task 2

Both a village and a city have its own advantages as well as disadvantages. Decision of where to live, however, is usually based not only on personal preferences but also on social status and family needs.

Living in a village is usually considered as healthier and there are many young families which move to a countryside in order to benefit their children. Such decision must always be accompanied by proper local working opportunity or easily accessible commuting to a city. In short, inability to find appropriate job prevent, in many cases, people from leaving a city for a village.

On the other hand, a city offers its inhabitants not only abundance of working opportunities, but also variety of entertainment and culture. There are people who cannot live without rush of a big city but I personally prefer calmness and clean environment.

141words

Task 3

Family should be considered as a cornerstone and essential part of any state or society and should be preferred and supported. Family has always been defined as a husband, a wife and their children; therefore, living together without being married is definitely not desirable. If parents fail to give their children an example which is worth following, the whole society will ultimately fail.

Nowadays, people tend to neglecting all rules and obligations which prove themselves useful and viable in the past centuries. Everybody seeks only freedom and rights. Even children demand their rights in very early age, since parents fail to explain them that there are no rights without obligations and that, moreover, obligations come first.

However, there are many parents who are irresponsible and have their own behavioral problems. Such parents cannot raise their children properly because children usually adopt behavioral patterns of their parents. Because it is very difficult, if not impossible, to ban such people from having children, the state and society must take responsibility and enforce improvement, in other words, to encourage couples to get married.

To conclude, only those who are able to raise their children properly and serve as a good example should be allowed to have them. The first prerequisite of being good parents is willingness to get married.

216words

**3 – Although there are still mistakes, the composition is slightly off topic and the text is shorter than required, level 3 has been proved by proper argumentation, complex sentence structures and vocabulary.**

**Sample 3**

TASK 1

Dear sir,

Subject of this letter is a transfer of Lcpl. Nobody who was under my command for the past 4 years. Lcpl. Nobody has a spotless service record and I have never encountered any disputes regarding his performance while he was serving as a rifleman in 41st Bn, 4th Bde. His exceptional sense of duty along with an extraordinary professional behavior extended to his leadership skills which he proved on several occasions during training. As a member of 3rd Plt, Lcpl. Nobody proved himself to be indispensable for others on account of his ability to motivate and help everyone in his surroundings. Despite his low position and rank, Lcpl. Nobody performed unmistakably while facing complex issues such as planning and executing difficult tasks. To conclude, I strongly believe that Lcpl. Nobody will be valuable asset for your team same as he was for us.

Best regards,

MAJ. Keebel

147 words

TASK 2 FREEWRITING

Choosing a place to live is a rather complicated matter given~~V~~ the nature of each area – rural and urban. It is usually the young couples who choose cities over countryside. This fact can be advocated by simply admitting undisputable truth about larger cities and that is a proliferation of work offers, easier transportation, large variety of leisure and a night time activities and more importantly intimacy, which cities often provide. On the other hand, living in the village has also got its benefits. Close knit community, scarcity of population and omnipresent calmness – those and more are advantages of living in a rural area. This is a classic example of the double edged sword - where benefits for somebody can be considered as cons by others. As of me – I have already made my choice. City life suits me in almost every aspect but as I grow older, I begun to realize that this is just a temporary solution.

158words

TASK 3 DE-COMPOSITION - B

 Living together is even nowadays considered something ill-mannered and morally wrong. Traditional marriage is diminishing on its meaning as society is constantly changing its values. My aim is to disprove some social stigmas that are covering this issue and show several benefits to this arrangement.

 To begin with, if people really love each other, they do not need to be given any certificate that proves it. What is more, mutual fidelity of the couple is required in every relationship – not just in marriage. The things that are represented by a traditional marriage are also present in every solid relationship. People can simply live with each other and behave like married – and they usually do. They are having fun but they also fight sometimes. What really differentiates the married and those who live with each other is, in my humble opinion, just the ring on their fingers.

 Secondly, single people are not overly constricted by the state bureaucracy. If they decide to go their separate ways, they just do it. Divorce could be an extremely unpleasant dispute, which leaves both sides with mental scars. ~~V~~Rather overlooked fact is that some people do not agree with traditional rituals conjoined with wedding. Some people are said to rather spend their financial means on something more meaningful than wedding celebration.

 All in all, AWESOME CONCLUDING SENTENCE.

222 words

**3 – a few grammar mistakes and even almost 30 missing words in the composition cannot fight against an outstanding way of narration, use of complex structures and apt vocabulary.**