

## Worksheet 2: Comparing options and recommending

**1 Which type of energy is renewable (R), and which is non-renewable (N)?**

wind ___	oil ___	solar ___	wood ___	gas ___	hydroelectric ___
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**2 Discuss these questions in groups.**

- 1 Do you know what type of energy your company uses? Does it use renewable or non-renewable energy? Or both?
- 2 List reasons why a company might use renewable energy such as wind power or solar energy. What are the advantages and disadvantages of renewable energy?

**3 Read the email. Work in pairs. Discuss these questions.**

- 1 What is the main purpose of the email?
- 2 How much energy does the Honda factory get from its wind turbines?
- 3 How do some companies make money from solar power?
- 4 What does the writer recommend?

Dear Mahesh,

Further to our short conversation yesterday about introducing renewable energy sources at our manufacturing facilities, I have spoken to a colleague in the energy business and he made the following initial comments.

While he supports the basic idea, he doesn't recommend that we should rely on renewables entirely. Even though more and more companies are using renewable sources of energy such as wind or solar, there aren't many that have replaced traditional non-renewables completely.

- Wind power is one option. For example, the vehicle manufacturer Honda installed two wind turbines at its Russell Point factory. These generate 10% of the factory's electricity, with the other 90% from the grid. However, the initial cost of installing wind turbines is very high, so it's a long time before you see any financial benefits.
- Solar energy is another option, and more and more companies are installing solar panels on factory roofs. Like wind power the initial installation costs are high but, in contrast, solar energy can generate more energy and, in addition to this, you can sell the extra energy back to the grid, so it also makes money.

Therefore I agree with you that using renewable energy sources is a good idea, but there are many points to consider. As a result, I'd recommend that we carry out a detailed feasibility study before any real decisions are made.

**GLOSSARY**

*facility (n) – a place or building(s) for a specific purpose; e.g., a manufacturing facility*

*feasible (adj) – possible*

*feasibility study (n) – a study to find out if a project or plan is possible*

*the grid (n) – the public supply of energy*

**4 Look at these categories of linking words and the examples. Find other linking words or phrases in the text and write them in the correct category.**

- 1 Refer to previous meeting or contact: Following, \_\_\_\_\_
- 2 Introduce one idea before contrasting it with another: \_\_\_\_\_ ,  
\_\_\_\_\_
- 3 Add supporting information: Also, \_\_\_\_\_
- 4 Introduce a contrasting idea: \_\_\_\_\_
- 5 Introduce an alternative point: But, \_\_\_\_\_
- 6 Explain the result of something: So, \_\_\_\_\_ , \_\_\_\_\_

**5 Read these sentences from business correspondence. Complete the sentences with linking words or phrases from Exercise 4.**

- 1 \_\_\_\_\_ to your application for the post of IT assistant, we would like to offer you an interview.
- 2 Your quote for installing ten solar panels was very competitive. \_\_\_\_\_, we'd like to accept your offer.
- 3 Thank you for your recommendations. \_\_\_\_\_, we'd like to thank you for your overall support on this project.
- 4 \_\_\_\_\_ we liked your proposal, we do not think it is suitable for us at this time.
- 5 We agree that a wind turbine is the best option. \_\_\_\_\_, the initial cost of the installation makes the project unfeasible at the present time.
- 6 Oil is non-renewable energy. \_\_\_\_\_, wind power is renewable.

**6 Work in pairs. Your manager has asked you for your opinion and recommendation on installing a wind turbine near your place of work. Write an email using the arguments for and against from the table.**

FOR	AGAINST
Saves money over a long period Good for the environment Good for the company image	Expensive to build Local people might complain about it One wind turbine can't supply all the energy for the company

I CAN	
introduce the reason for writing	<input type="checkbox"/>
contrast ideas	<input type="checkbox"/>
add supporting information	<input type="checkbox"/>
explain the results of something	<input type="checkbox"/>
make a recommendation	<input type="checkbox"/>