Academic IELTS Writing Task 1 Tips

1. You should spend no longer than 20 minutes on this task. Also, do not do it too quickly. Approximately 20 minutes is the perfect amount of time to write a good report.

2. Make sure you have written at least 150 words. I would aim for around 170 words.

3. Only describe and compare the data that you see in front of you. Never give reasons or your opinion.

4. Be aware that you could have one of the following diagrams: a line graph, pie chart, bar chart, table, process, map or a combination of two or three diagrams (e.g. a pie chart and a table).

5. The time period is very important in task 1 diagrams so make sure you are consistently using the same and correct tense. Generally, do not mix past and present tense.
- If there is no time period, use the present tense.
- If the diagram is one year in the past (e.g. 2010), use the past tense (e.g. was, had, spent). Do not use verbs like increased and decreased!
- If the diagram starts in the past and goes into the future, use the past and future tense.
- If there is a time period (e.g. 2005-2010), you can use the past tense and verbs like increased and decreased.

6. When writing the introduction, just rephrase the sentence that is already given to you at the beginning.

7. In the introduction, use words like 'illustrate(s)' or 'reveal(s)'. For example, the maps illustrate or the pie charts reveal.

8. Learn all the verbs needed for describing trends, data and diagrams. I specifically recommend learning the vocabulary for describing line graphs. For example, in a line graph you might use words like: increased, rose, grew, decreased, dropped and declined.

9. For describing trends and giving more information to the verb, try to use as many adverbs as possible such as: slowly, slightly, rapidly and dramatically. For example, you could say something slowly increased or dramatically declined.

10. Learn the phrases required for comparing trends and data such as: 'By contrast', 'However' and 'Similarly'.

11. Learn the vocabulary for describing future trends and data such as: expected to, predicted to and projected to.

12. Learn the vocabulary for describing maps as it is very specific such as: built, constructed, demolished and knocked down.

13. Usually maps are two years in the past (e.g. 2005 and 2010) so use the past passive. For example, you could say something was built or was demolished.

14. When describing a process mainly use the passive voice, especially for a man-made process (e.g. is cut, are heated). If part of the process is natural or environmental, use the