

Ideas With Purpose

Analyze how one proposal organizes evidence and adjusts its voice.

12.T.T.2.d "Apply expository techniques to develop a cohesive text, organized in a way that clarifies the relationship between ideas, includes multiple and varied types of information, uses multiple text structures..."

NAME _____

DATE _____

1 READ AND MARK _____ Read it twice

YOUR JOB This school proposal is fictional. Underline signal words. Circle one reported fact, one concrete example and one practical plan detail; label them F, E and P. Beside each paragraph, name a structure such as problem-solution, sequence, comparison or question-answer.

A Repair Lab Proposal

- ① To the School Board: Our district should pilot a student repair lab for laptops and headphones. When a charging port fails, many students lose access to assignments even though the device may need only a small replacement part. A repair lab would address that problem before it becomes a learning barrier. The proposal is practical: one room, supervised work sessions, and a checkout system for tools. It also supports responsible disposal. The ITU and UNITAR Global E-waste Monitor 2024 reports that worldwide electronic waste rose from 34 billion kilograms in 2010 to 62 billion in 2022. Keeping usable equipment in service can delay disposal.
- ② First, the principal would designate a faculty coordinator and publish safety rules. Next, students would bring a device to a weekly clinic, where trained peer technicians would diagnose the issue and record the repair. If a device needs a simple part, the lab could order it; if damage involves a swollen battery or other safety risk, staff would send it to a certified professional. This sequence separates routine fixes from hazardous work. Compared with replacing every damaged accessory, a repair-first system may conserve materials and reduce avoidable purchases.

- ③ Families may reasonably ask whether a repair lab would require students to pay or to surrender privacy. It should not. The district can lend basic tools and require owner permission before any work. Backups protect against file loss; they do not by themselves protect privacy. Technicians should avoid accessing personal files. For example, a technician can test a cable without opening a student's device or viewing personal documents. A quarterly report to the board could list the number of devices examined, repairs completed, parts purchased, and items sent to certified recyclers. Those categories would show both the program's limits and its value. By starting with a small pilot, the district can revise the system using evidence rather than promises.

2 ANSWER WITH EVIDENCE _____ Use the passage

- ① How does paragraph 1 organize its ideas to explain why the district should create a repair lab?

- ② Identify two different types of supporting information in the passage. Explain how each type strengthens the proposal.

- ③ What text structures does paragraph 2 use, and how do they clarify the repair lab plan?

- ④ How does paragraph 3 adjust its tone for families while still supporting the proposal?

3 YOUR TURN

Your own words

Write a two-paragraph proposal totaling 120–150 words. Address administrators in paragraph 1 and families in paragraph 2. Use at least two text structures, a supplied fact, a concrete example and a number. Practice facts: the fictional school library has an unused room with 12 seats; its current study area closes at 3:15 p.m.; supervision and later hours are not yet funded. Propose a practical study-space change. Mark it as a classroom scenario. Adjust your tone while keeping one clear purpose.

1. Explain the proposal to administrators

Use problem-solution plus another structure, such as sequence or comparison. Give accurate practice facts and a concrete example. Count both paragraphs together.

2. Address families and the next step

Acknowledge a family concern in a suitable tone. Connect this paragraph to the same proposal and explain a conditional next step.

PART 1 • READ AND MARK

This school proposal is fictional. Underline signal words. Circle one reported fact, one concrete example and one practical plan detail; label them F, E and P. Beside each paragraph, name a structure such as problem-solution, sequence, comparison or question-answer. Accept any marking that follows this job and points at the right text.

PART 2 • ANSWERS

#	QUESTION	ANSWER
1	How does paragraph 1 organize its ideas to explain why the district should create a repair lab?	It begins with a problem and its effect on students, then presents the repair lab as a solution and supports it with a practical plan and a fact about electronic waste.
2	Identify two different types of supporting information in the passage. Explain how each type strengthens the proposal.	The ITU/UNITAR figures provide a reported fact showing growth in global e-waste; the cable test is a concrete example of a limited repair check. Details about the room, tools and sessions show a practical plan. Accept two different types with their functions.
3	What text structures does paragraph 2 use, and how do they clarify the repair lab plan?	It uses sequence to show the repair process step by step and comparison to show why repairing items may be preferable to replacing them.
4	How does paragraph 3 adjust its tone for families while still supporting the proposal?	It respectfully acknowledges cost and privacy concerns and proposes safeguards. It distinguishes backup against loss from avoiding access to personal files, then gives a concrete cable-test example.

PART 3 · YOUR TURN (SAMPLE ANSWER)

Classroom scenario. Administrators, please study a later-hours pilot for the unused library room. The room has 12 seats, while the current study area closes at 3:15. That leaves a possible space but no funded supervision. First, estimate staffing costs and check demand; next, decide whether a short trial is affordable. For example, a student waiting for a ride could revise an essay there if the trial is approved.

Families, we understand that a new study option must fit your schedules. This proposal would offer quiet work time, not replace clubs or require attendance. Please tell staff which days would help and what pickup concerns you have. If funding is approved, compare sign-ins and family comments during the trial before deciding whether to continue it.

The two model paragraphs total 120–150 words including the classroom-scenario label. Paragraph 1 combines problem-solution and sequence and uses the supplied 12-seat fact and a possible student example. Paragraph 2 shifts to a reassuring invitation for families while preserving the same purpose and conditional funding. Proposed conditions are not existing facts. Require two actual paragraphs. Read-and-mark categories are defined; evidence need not fit a single exclusive category. Source for the reported global figures: ITU/UNITAR, Global E-waste Monitor 2024, itu.int/en/ITU-D/Environment/Pages/Publications/The-Global-E-waste-Monitor-2024.aspx (checked September 11, 2026). Do not treat a data backup as a privacy guarantee.