

3.1



THE IMPORTANCE OF COHERENCE AND COHESION

As you learned in section 1.1, a fourth of your Task 1 mark will be based upon how well you demonstrate *coherence* and *cohesion* in your letter. *Coherence* is the logical ordering of words allowing the reader to understand the written piece with ease. *Cohesion* is the linking of ideas in a manner that creates clear relationships and logical progressions between them.

Coherence in writing is achieved when a student presents sound grammar, lexical resources and logical progression. Cohesion can be established through the use of *cohesive phrases*. *Cohesive phrases* are word groupings that link the ideas in the composition together. To demonstrate these cohesive phrases in action, let's highlight them in one of the letters we wrote:

Dear Sir/Madam,

I am writing to you to express my appreciation for the extra effort exhibited by one of your staff. **Their** attention to my needs improved my experience with your company tremendously. **Allow me to elaborate on what happened.**

Basically, after boarding BrightAir flight BA10X2, I realized I had left one of my carry on bags in the terminal. **As** our plane was still at the gate, I notified flight attendant Cathy Burke. **Ms. Burke** immediately dashed off the plane to retrieve my lost luggage. I was astonished and pleasantly surprised by **her** concern for my well-being, and I wanted to let you know that she is a member of your team who makes a difference to your customers.

I hope my letter highlights to you the heightened people skills Ms. Burke brings to your organization. **Because of her actions**, I will surely fly your airline again and recommend it to all of my friends.

Your loyal customer,

Ryan

Can you see how these highlighted phrases tie ideas between sentences and paragraphs? Because of them, no sentence is isolated. All sentences connect in a fluent stream of thought and work towards communicating a common message. Thus, cohesion encourages readability and is a necessary trait of all higher IELTS band compositions.