

## Task 1

You should spend 20 minutes on the following task.

You want to arrange a conference for your company, and you need to ask one of your colleagues to give a presentation in this conference.

Write a letter to your colleague. In your letter include:

- Details about the conference
- Why you want your colleague to give presentation
- What arrangement will you do for this conference

Write at least 150 words.

## Task 2

You should spend about 40 minutes on this task.

Write about the following topic:

*Many people say that the lives of people who live in the large cities are not comfortable.*

*What are the reasons behind this?*

*What could be the solution?*

Give reasons for your answer and include any relevant examples from your own knowledge or experience.

Write at least 250 words.