

IELTS Essay 5-Minute Planner

Task Type: _____

Essay Topic:

Step 1 — Decode the Question (45–60 seconds)

- Underline key task words
- Identify task type (Opinion / Discussion / Advantages–Disadvantages / Problem–Solution / Two-Part Question)
- Note any **requirements** (e.g., give opinion, discuss both, evaluate, propose solutions)

Paraphrase the question in your own words:

Step 2 — Brainstorm (Write 5 quick ideas) (60 seconds)

1. _____
2. _____
3. _____
4. _____
5. _____

Step 3 — Select & Sequence (45–60 seconds)

Main Position / Stance:

Body Paragraph 1 (main argument):

Body Paragraph 2 (supporting / contrasting / concession):

Step 4 — Thesis & Topic Sentences (60 seconds)

Thesis (one clear sentence):

Topic Sentence — Body Paragraph 1:

Topic Sentence — Body Paragraph 2:

Step 5 — Evidence & Language Cues (45–60 seconds)

Body Paragraph 1 — include:

- **Example:** _____
- **Explanation:** _____
- **Useful Language / Connectors:** _____

Body Paragraph 2 — include:

- **Example:** _____
 - **Explanation:** _____
 - **Useful Language / Connectors:** _____
-

Conclusion (1 sentence)

Restate your position + give a clear, forward-looking final thought.

Conclusion Sentence:

Mini Word Bank

Although • However • On the other hand • Consequently • Therefore • For example •
For instance • In the long term • It is widely believed that • On balance