

NAME: \_\_\_\_\_

Date: July, 29th



**MID TERM TEST**  
**5th Adults**

**Writing section**

**Write an informal email to a friend, recommending your sister for a job as a secretary for your friend's new company.**

**Include relevant characteristics for the job.**

**Use specific vocabulary learnt in class and appropriate grammatical structures.**

**Don't forget to use greetings typically used in emails and formalities.**

**(150 words)**

A large rectangular box with a black border, designed for writing. The top-right corner of the box is cut off at a 45-degree angle. Inside the box, there are 18 horizontal lines for writing, spaced evenly.