

Lesson 2 Using Computers

A Write.

1.



2.



3.



4.



5.



6.



B Write.

1.



She's already written the email but
she hasn't sent it yet.

2.



3.



C Look at **B**. Write.

1. Has she written the email yet?

Yes, she's written it.

2. _____ printed the photos

3. _____ downloaded

Skills Writing

D Circle *greeting* or *closing*.

1. Dear Kate, greeting closing

2. Write soon, greeting closing

3. Hi Aunt Linda, greeting closing

4. Your niece, greeting closing

E Write using greetings and closings from **D**. Then rewrite.

To: Kate Parker Subject: Vacation

How was your vacation?

Aunt Linda

To: _____ Subject: _____

To: Aunt Linda Subject: Re: Vacation

I had a great vacation! I went rafting with my family.

Kate

To: _____ Subject: _____