

Writing A DESCRIPTION OF A PERSON

a Read the two emails once and answer the questions.

1 Why has Angela written to Sofia?

2 Does Sofia recommend her friend to Angela?

b The computer has found five spelling mistakes in Sofia's email. Can you correct them?

interested

forgetfull

independant

responsable

fotography

c Read Sofia's email again and answer the questions.

1 What six ☐ adjectives describe Kasia's personality?

2 What does she like doing in her free time?

3 What negative things does Sofia say about Kasia?

4 Does Sofia think Kasia will get on with Angela's family?

d Look at the **highlighted** expressions we use to modify adjectives and adverbs. Put them in the correct place in the chart.

Kasia is

very

forgetful.

Inbox

From: Angela Vernon
To: Sofia Lugo



Hi Sofia,

I hope you're well. I'm looking for an au pair to look after Mike and Sally and I remembered your Polish friend Kasia, who I met last summer. She said she might be interested in working in England as an au pair, so I thought I would write and ask her. The thing is, I don't really know her, so before I write and suggest it, could you tell me a bit about her (age, personality, etc., and what she likes doing) so that I can see if she would fit in with the family? Please be honest!

Angela

From: Sofia Lugo
To: Angela Vernon



Hi Angela,

Kasia is one of my best friends, so of course I know her **very** well. She's 22 and she's just finished economics at university, but she doesn't have a job yet and I'm sure she would be interested in going to the UK. Her parents both work and she has two younger brothers. She gets on very well with all of them and they are a very close family.

Kasia's an intelligent girl and very hard-working. She's good with children – she often looks after her brothers, so she has a lot of experience – and she's also very mature and responsable. She can be **quite** shy at first, but when she gets to know you she's **incredibly** friendly. The only problem with Kasia is that she's **a bit** forgetfull... she sometimes loses things, like her keys, or her phone. Also, to be honest, her English isn't fantastic, but I'm sure she'll improve very quickly.

In her free time, she likes going to the cinema, listening to music, and she's also very good at fotography – she always has her camera with her. She's **really** independant and happy to do things on her own, so you won't have to worry about taking her to places.

I think Mike and Sally will love her. Let me know if you need to know anything else. I hope this helps!

Love,
Sofia

Describing a person

He's quite / very, etc. + adjective (e.g. friendly, outgoing, etc.).

She's a bit + negative adjective (e.g. untidy, shy, etc.).

He likes / loves / doesn't mind + verb + -ing.

She's happy to + infinitive.

He's good **with** children.

at making new friends.

e Imagine you received Angela's email asking about a friend of yours. **Write** an email to answer it. **Plan** what you're going to write using the paragraph notes below. Use the language from the **Describing a person** box and **Vocabulary Bank Personality** to help you.

Paragraph 1	age / work / study / family background
Paragraph 2	personality – good side, any negative things
Paragraph 3	more information, e.g. hobbies and interests
Paragraph 4	your recommendation

f **Check** your email for mistakes (grammar, vocabulary, punctuation, and spelling).