WRITING

An email to a friend





1 ☆ **Read the email quickly. Circle the photo that matches it.**

Home Inbox Sent New

From: Karen To: Matt

[1]Hello Matt,

[2]I just got your message, thanks. [3]It was nice of you to write!

You said you wanted to know all about the festival. I'd never been to anything like it before, but it was great! I only spent a day there, but I saw so many amazing things. There were lots of people dressed as characters from film and TV. I'm attaching a photo of some people I met. That's Spiderman on the left! He told me to say hello to you! I think I was the only one not wearing a costume! I felt strange walking around in normal clothes!

In the afternoon, there was an event with some really famous actors from *Star Wars*. There were probably around 500 people in the audience, asking questions. Unfortunately, I didn't get the chance to ask anything. But one of the guests said that she had just filmed something really exciting for the next film. Then she told us! I can't say anything – it's a spoiler!

OK, [4]I must go now. [5]I hope to hear from you soon.

[6]I'll be in touch later.

Karen



2 ☆☆ **Put a–e in the order they appear in the email (1–5).**

a ☐ request for a reply
b ☐ goodbye
c ☐ description of the festival
d [1] greeting
e ☐ thanks for writing

3 ☆☆ **Match the underlined phrases in the email (1–6) with the *Useful language* phrases (a–f).**

a Write back soon. [5]
b Anyway, that's all from me. ☐
c Bye for now. ☐
d Hi Matt, ☐
e It was great to hear from you. ☐
f Thanks for your email. ☐

Write your own email about a festival.

PLAN

4 ☆☆ **Think of a festival you have been to. Write notes.**

What kind of festival was it? _____

What did people wear? _____

What did people do? _____

What did you see and do? _____

How did you feel? _____

5 **Decide what information to include. Use the structure in Exercise 2 to help you.**

WRITE

6 **Write your email. Remember to include the past perfect, reported speech and phrases from the *Useful language* box (see Student's Book, p89).**

CHECK

7 **Do you …**

- have a greeting and a goodbye?
- describe the ceremony?
- request a reply?

LIVEWORKSHEETS