■ INTRODUCING YOURSELF BY EMAIL

Writing Practice • Type your answers in the spaces provided.

YOUR TASK	Write an email to introduce yourself. Answer the questions and then use your ideas to write a complete email.
REMEMBER	Use complete English sentences. Check your spelling, capital letters and full stops before you submit.

PART 1 — PLAN YOUR IDEAS

1. What's your name?

2. How old are you?

3. Where are you from?

4. What language(s) do you speak?

5. What do you like doing?

6. Do you have a pet?

PART 2 — WRITE YOUR EMAIL

Use your answers above to write a friendly email introducing yourself.

To: _____

Subject: Introducing Myself

Hi!

Bye for now!

LIVEWORKSHEETS

From: _____

✓ BEFORE YOU SUBMIT

- I answered all six questions.
- I wrote complete English sentences.
- I checked my spelling.
- I used capital letters and full stops.
- I read my email one more time.

LIVEWORKSHEETS