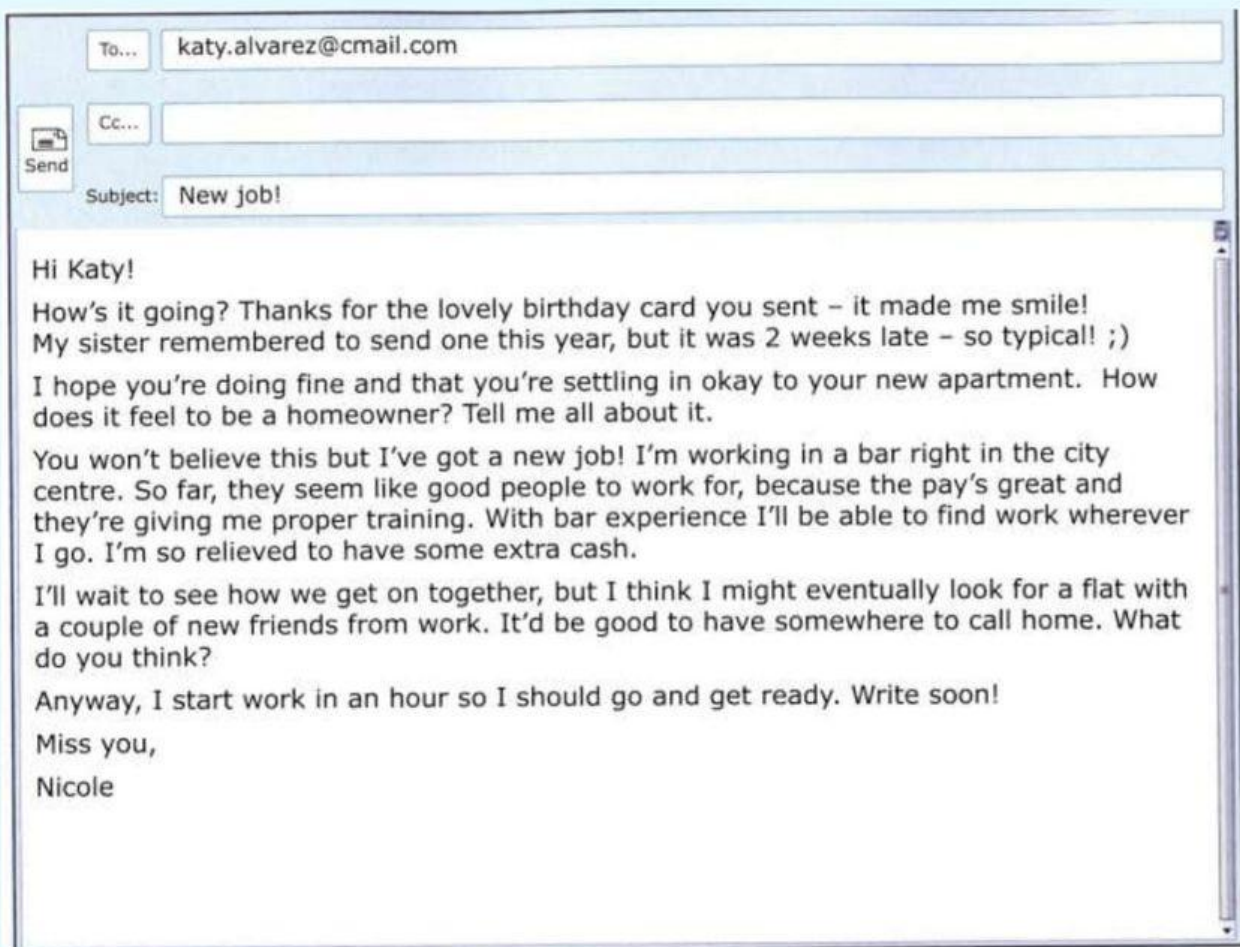


•Read the E-mail again then complete the table below.

	E-mail writer's activities
Morning	
Afternoon	
Evening	
Sat/Fri evening	

### Getting to know you

1. How many E-mails do you send and receive each day?
2. Who do you write E-mail to?



What two things does Nicole ask Katy to do?

.....

.....