

I CAN WRITE AN EMAIL

1. Complete the phrases 1-8 with the words below

for from of soon things to (x2) wishes

1 Give my love _____ your parents.

2 Thanks _____ your email.

3 That's all _____ me.

4 Best _____.

5 How are _____?

6 Lots _____ love,

7 Say 'Hi' _____ your sister.

8 I hope to see you _____.

2. Read the WRITING STRATEGY. Then choose three phrases from exercise 1 to complete the email below. (More than one answer is possible)

Writing Strategy

There are certain expressions that are used to begin and end an informal email, like *Dear ...* and *Best wishes ...* But emails usually include a few other 'social phrases' near the beginning and end. These make the email sound more natural and friendly.

To: james@email.com

Hi James,

1 _____ I hope you and your family are well. What are you doing at the moment? I'm trying to finish my homework, **but / so** it's taking a long time!

How about meeting in town one day soon? I want to try the new café on Market Street because my mum says it's very good. We can go there after school **because / or** meet for lunch one Saturday.

I'm going to Ava's barbecue next Saturday. Are you going too? It's at her house. I'm helping her with the preparations **because / so** I'm arriving early. I hope I see you there!

2 _____ I have to get my things ready for tomorrow morning. Please write soon!

3 _____

Holly

3. Select the correct linking words in the email

4. Complete the sentences with the correct linking words below. Sometimes more than one answer is possible.

and because but or so

1 I'm tired _____ I want to go to bed.

2 I'd like to go out this evening, _____ I can't.

3 I can speak French _____ my mum's from France.

4 Let's go to the newsagent's _____ buy a newspaper.

5 Do you want to eat at home _____ go to a restaurant?

6 My name's Lisa _____ I'm your new penfriend.