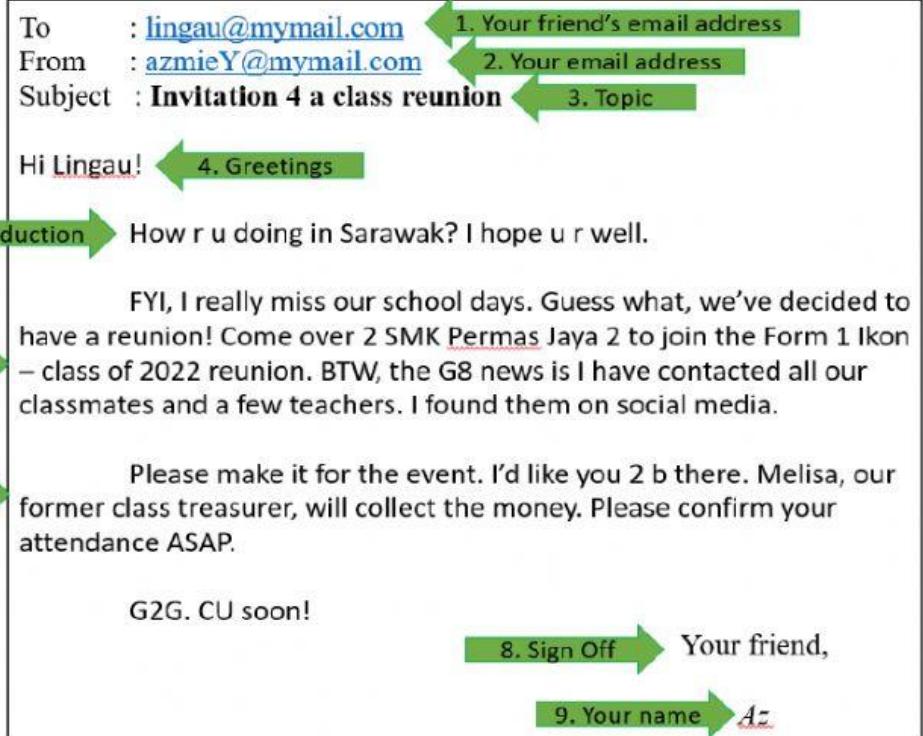


Email Format

- 1) Your friend's email address
- 2) Your email address
- 3) Topic
- 4) Greetings
- 5) Introduction
- 6) Body
- 7) Conclusion
- 8) Sign Off
- 9) Your name



Friendly Openings

- Hi, How are you?
- I really miss you!
- I hope you are in the pink/ as fit as a fiddle.
- It's good to hear from you.

Useful Phrase

- Good luck.
- Sorry for not answering your last email.
- I love reading your emails.

Friendly Endings

- Keep in touch!
- Bye! Take care!
- That's all for now.
- Write back soon!

Read the message from your friend.

Hi Joey,

I broke my old phone. I'm planning on buying a new phone but I'm not sure what to get. I was thinking between Samsung, Iphone or Nokia. Here is some information on them. Can you share with me what you would recommend for me to buy and why?

Christy

Smartphones



| Phones | Samsung | Iphone | Nokia |
|------------|---------------|------------------|---------------------|
| Storage | 32GB | 16GB | 16GB |
| Colour | Black, Silver | White, Rose Gold | Black, Greyish-Blue |
| Camera | Dual | Single | Single |
| Price (RM) | 1875 | 3250 | 800 |

In about **80 words**, write an email to Christy to give your recommendation.

To: _____

From: _____

Subject: _____

From,
Joey