	UNIDAD EDUCATIVA “MIGUEL ÁNGEL LEÓN PONTÓN” Dirección: Luz Elisa Borja y Colón Riobamba – Ecuador	AÑO LECTIVO 2021-2022
FICHA PEDAGÓGICA		
ACTIVIDADES SEMANA 19 DEL 17 AL 21 DE ENERO DEL 2022		
3RO BACHILLERATO TECNICO		
OBJETIVO DE APRENDIZAJE:	Students will understand that responsible consumption and production build sustainable societies through collective and participatory agreements.	

OBJETIVO SEMANAL : At the end of the lesson student wil be able to write a letter.

ASIGNATURA: INGLÉS

TOPIC: How to write a letter

OBSERVE:

Have you ever written a letter to an authority? To whom? For what?

REFLECTION:

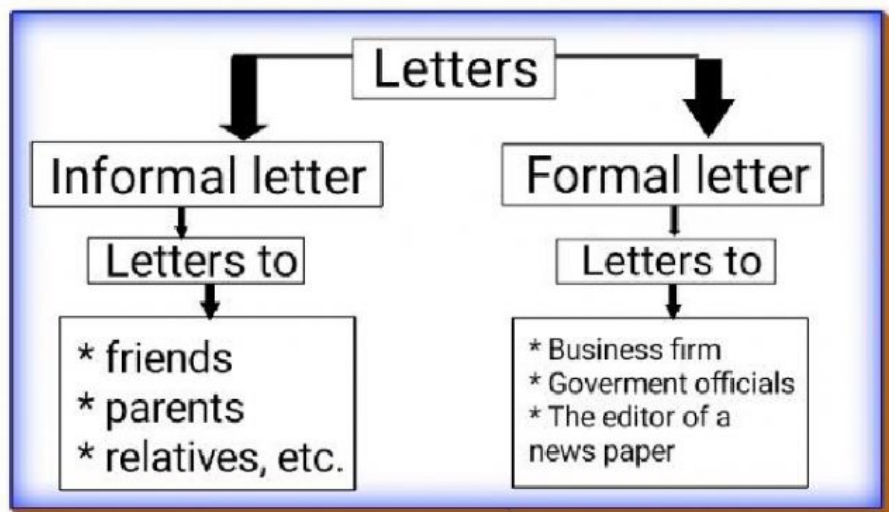
Definition

Letter is a written or printed communication directed to a person or organization.

Letters are of two types:

1. Formal letters and
2. Informal letters

WHAT YOU SHOULD KNOW:



Salutation

Dear Dad,

Heading

148 Fifth Avenue,
San Diego City,
California.
November 24, 2013

Date

Body

Forgive me for not writing you before, but we were busy moving to our new home. San Diego is a beautiful and peaceful city. Our house is very well situated. We have a Shopping Center two blocks from here, and a beautiful large park in front of us. The University is only half an hour by car, and a good bus service that goes there stops just in front of the park.

How are things going with you and Mom? We are curious to know about your new car. Please write soon and sent some pictures. David hopes you and Mom can visit us as soon as we finish our moving and our new house is ready.

Give my love to Mom, and lots of kisses to my sister.

Signature

Love, *Mary.*

Closing

Closing Paragraph

1. Read the sentences and put each in the correct place.

Hi Tom. Well, that is all for now. Thanks a million for your last email! How are you?

How's life? Many thanks for your email. I have got some good news.

I love reading your email. I am going to tell you something.

I am waiting to your next email.

OPENING	EXPRESING THANKS	GIVING NEWS/ EXPLAINING SOMETHING	CLOSING

1. Look the following email and answer the questions.

New Message

To | ana@gmail.com

Subject | House chores

Dear Ana,

How's life? Many thanks for your email. I love reading about you and your family. I live in Murcia with my mother, my father and my cat Stuart.

I am going to tell you something. My family and I do a lot of things at home. My mother is going gardening now is watering the flowers.

My father is cooking and laying the table. Today we are going to eat pizza and salad.

I am doing my homework and I am painting. Stuart (my cat) is sleeping in my bedroom, he loves sleeping. I must go. Pizza is ready.

Love, Sans Serif T B I U A E L R S Q P

Steve Send A @ ☺ ☹ ☺ ☹ ☺ ☹ ☺ ☹

1. How writes the email? _____
2. Where does Ana live? _____
3. What is the name of Ana's cat? _____
4. What is her mother doing now? _____
5. What is her father doing now? _____

Homework

1. Think about how you are going to organize your letter. This is a formal letter, so you need to use the appropriate greeting and formal language.

Example:

Dear Principal (last name):

Then you can start the body of your letter like this:

The purpose of this letter is to...

Continue the letter by telling your principal why you are writing.

Then explain your supporting ideas in a logical order. You should have three of them. Finally, thank your principal for taking the time to read your letter, and sign your name. Use both *so* and *such*

at least once in your letter. Also use at least one present perfect passive to say what *has* or *has not been done*. Your letter should be 50 words.

Dear *Principal* _____ (last name):

The purpose of this letter is to... _____

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are approximately 20 lines visible. The paper appears to be a standard notebook page or a sheet of stationery.

COMPROMISOS

Do the activities with responsibility and send the teacher on a time.