TASK 1

Exercise 1 : Rearrange correctly the sample email below with the phrases below.

E-MAIL MESSAGE	
From : Joyah Jidin @gmail.com To : Granny @ gmail.com Subject : Missing shoes	
1. _____	Dear Granny,
2. _____	How are you? It's been ages not hearing from you.
3. _____ 4. _____	With lots of love from us all. Joyah Jidin
5._____	We are looking forward to seeing you and Grandpa again.
6._____	We had a lovely time with you in Terengganu. Thanks for looking after us so well. It was great to see our cousins and after such a long time.
7. _____	I think I might have left my new black shoes under the bed in the spare room at your house. Please could you look for me? If so, maybe you could bring them when you visit us in December?

Ending sentence | Signature | Sign off | Main body 1

Salutation/ Greeting | Main body 2 | Opening sentence

LIVEWORKSHEETS