

Your friend is not happy with her proficiency in English. She asks for your advice. Write an email to your friend, giving suggestions how to improve his English.

<p>Improve listening skills</p> <ul style="list-style-type: none"> • listen to radios • listen to TV • listen to talks, speeches, etc. 	<p>Practice in speaking</p> <ul style="list-style-type: none"> • speak English at home, school and in public • take part in debates and elocution contest 	<p>Reading</p> <ul style="list-style-type: none"> • read avidly • read books, newspapers, periodicals 	<p>Writing</p> <ul style="list-style-type: none"> • write often • write diary, report, essay
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In your email, you should:

- use all the notes given
- add any relevant information
- use the present or future tense
- Your email should be **more than 250 words**.

Introduction	Commend your friend for wanting to improve her English and give suggestions.	
Content Point	Elaboration - what/when/where/how/why	Example/Effect
1. Improve listening skill		
2. Improve reading skill		
3. Improve speaking skill		
4. Improve writing skill		
Conclusion	Be consistent and diligent.	
Hope/Idiom/Simile/Proverb		

Essay

From : _____

To : _____

Subject : _____

_____.

It is good to know that you want to improve your English. _____

The first step is to sharpen your listening skill. _____

Another input is reading. _____

Now is your output. _____

Another output, I would say the most important, is writing. _____

Be consistent in executing the strategy suggested. _____
