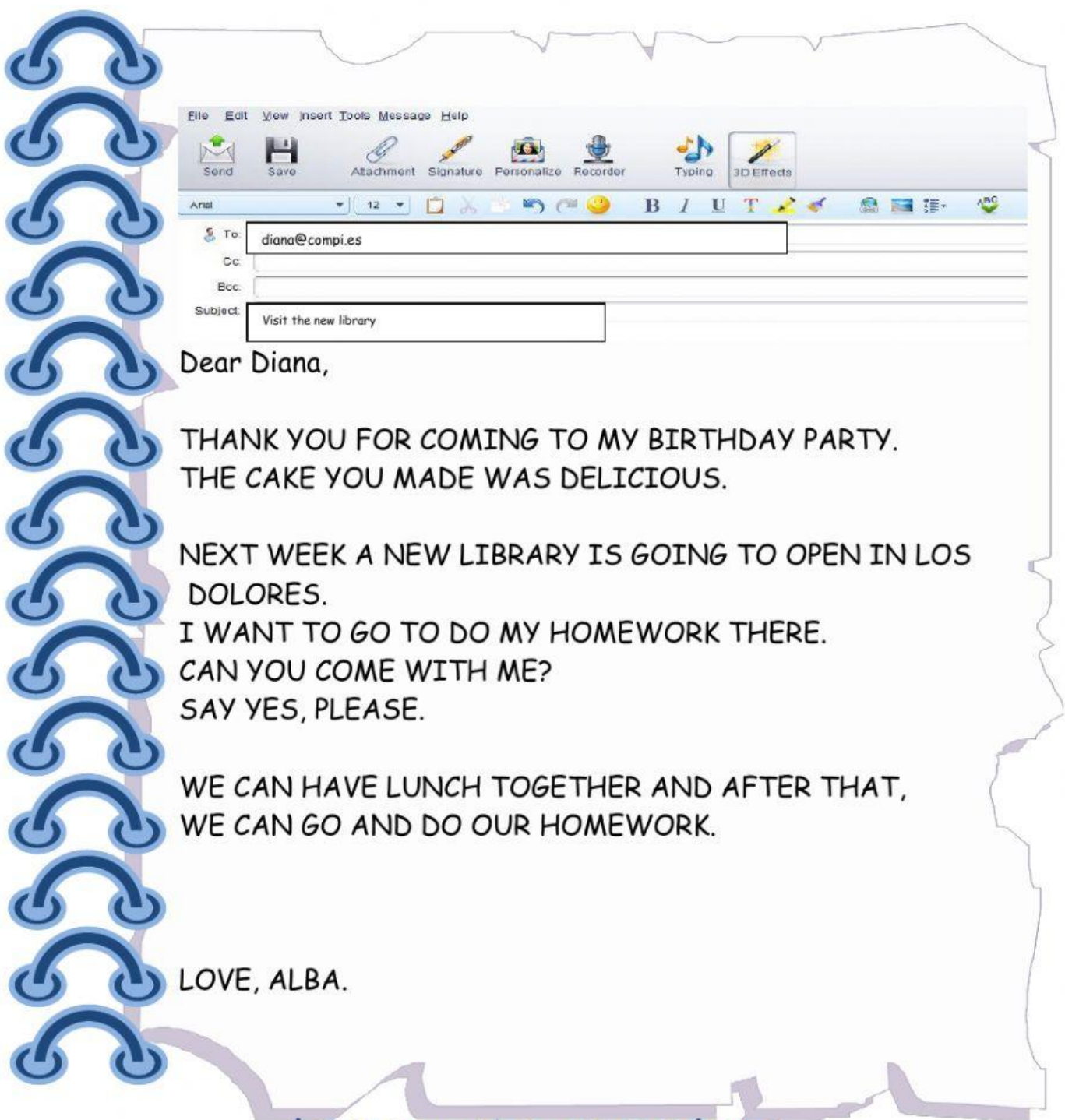


# Writing emails



The screenshot shows an email client window with a menu bar (File, Edit, View, Insert, Tools, Message, Help) and a toolbar with icons for Send, Save, Attachment, Signature, Personalize, Recorder, Typing, and 3D Effects. Below the toolbar is a font face dropdown set to 'Arial' and a font size dropdown set to '12'. The email fields are as follows:

- To: diana@compi.es
- Cc:
- Bcc:
- Subject: Visit the new library

Dear Diana,

THANK YOU FOR COMING TO MY BIRTHDAY PARTY.  
THE CAKE YOU MADE WAS DELICIOUS.

NEXT WEEK A NEW LIBRARY IS GOING TO OPEN IN LOS  
DOLORES.

I WANT TO GO TO DO MY HOMEWORK THERE.  
CAN YOU COME WITH ME?  
SAY YES, PLEASE.

WE CAN HAVE LUNCH TOGETHER AND AFTER THAT,  
WE CAN GO AND DO OUR HOMEWORK.

LOVE, ALBA.

## Answer the questions

1. Who writes the email?

2.- What did Diana prepare for Alba's birthday?

3.- What does Alba want to do? Write true or false.

A) She wants to go to the new library in Los Dolores.

☐

B) She wants to go to the cinema.

☐

C) She wants to go shopping.

☐

D) They want to read comics in the library

☐

4.- Complete the sentences:

The email is for

writes the email.