

Writing Task 3 → An email giving advice.

Imagine that your best friend asked you for advice about a birthday present for his/her brother. Write an [email](#) to your friend. Use the following [plan](#) and the [notes](#) to help you.

Start with: Hi.../Dear...

Par 1: say how you are and why you are writing.

Par 2: say what he/she should buy and what the present is like

Par 3: Say why you think his/her brother will like this present and what he can do with it

Par 4: Say that you hope your advice will help and ask him/her to write back

End with: Take care.../Bye for now.../Love...

When we give advice or an opinion we use:

. **because/as** to say why it's a good idea

*You shouldn't give her a dress **as** she likes trousers better.*

. **so** to show the result

*Molly loves reading, **so** you could buy her a new book.*

To give advice we use:

you should/shouldn't

it's a good/bad idea

for you to...

you could...

I think.../ I'm sure...