

Writing

1 Read Magda's email. Are the sentences true (T) or false (F)?

Hi Magda,

How are you? Have you got everything for our holiday? I've got a new passport and Jenny's got lots of new clothes. She's got a new coat, trousers, two new shirts, three T-shirts and sunglasses. We've got American money, but we haven't got a credit card. Have you got a credit card? Have you got a camera? Jenny's camera is very old and I haven't got one. I've got my sister's book about New York, but I haven't got a map. Have you got a map?

See you soon,

Alicia

- 1 Alicia hasn't got a passport. F
- 2 Jenny's got a new coat and sunglasses.
- 3 Alicia and Jenny have got American money.
- 4 Alicia and Jenny have got a credit card.
- 5 Jenny hasn't got a camera.
- 6 Alicia has got a book about New York and a map.

2 Read the Focus box. Circle one example of each type of punctuation in the email in Exercise 1.

Using basic punctuation

Use full stops (.) for sentences:

I haven't got a map.

Use question marks (?) for questions:

Have you got a camera?

Use commas (,) in lists:

She's got a new coat, trousers, two new shirts, three T-shirts and sunglasses.

Use apostrophes (') for missing letters:

I've got a new passport...

(= I have got a new passport...)

Use apostrophes (') for possessives:

Jenny's camera is very old...



3 Correct the sentences.

1 I've got a book, a map a camera and a passport.

I've got a book, a map, a camera and a passport.

2 Have you got the tickets.

3 Kirstys coat is black.

4 Laura hasnt got a computer.

5 I've got a letter, but I haven't got a stamp

6 Weve got some food and water.

4 Add capital letters and punctuation to the email.

hi alicia

how are you im great ive got some american money and my mums credit card i havent got a camera but my phones got a good camera ive got a map of new york city a map of the subway and a map of the airport ive got a bag for the plane with some food water a book and a newspaper

see you next week

magda

Prepare

5 Think of six things to take on a weekend holiday in London. Make a list.

Write

6 Write an email to a friend. Write about what you've got in your bag. Ask about what your friend has got. Use your notes in Exercise 5 and the Focus box to help you.
