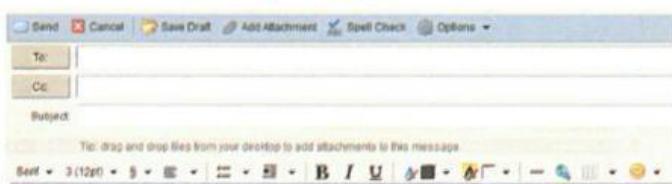




หน้าต่างของกรอบในขั้นตอนการเขียน e-mail message อาจแตกต่างกันไปตามระบบของ e-mail ที่เลือกใช้ ตัวอย่างหน้าต่างดังนี้อีก



Sign out

After checking or sending an e-mail, do not forget to click on the *Sign Out* button.

PART
II

Listening & Speaking



Verb groups

Activity 19.8



Listen and repeat the following groups of verbs.



A

receive an e-mail / get an e-mail / open an e-mail

B

write an e-mail / send an e-mail / answer an e-mail / forward an e-mail / delete an e-mail

C

check my e-mail / read my e-mail / access my e-mail

D

open your inbox / check your inbox

E

open an attachment / send an attachment / contain an attachment

Activity 19.9

Write these sentences in Thai language.

1 I will check my email tonight.

2 Did you open your inbox this morning?

3 That email contains an attachment.

4 The first thing to do in the morning is reading email.

5 My sister received more than two hundred e-mails in one week.

Activity 19.10

Complete the following blanks with these verbs below.

forwarded got checks deleted read

1 I forwarded  an email to Peter.

2 I an e-mail from Danielle last week.

3 I an e-mail from Tony this morning.

4 She her e-mail first thing every morning.

5 I a lot of junk e-mails in the Spam folder.