

EMAIL WRITING TASK 1 (SCAFFOLDING)

Your cousin's family is planning to celebrate grandma's 85th birthday. Read the email.

Hey cousin,

Guess what? We're throwing a huge party for grandma's 85th birthday! I've been put in charge of activities that day. I'm struggling to come up with some fun ideas that everyone young and old can enjoy. Should I do dance time, outdoor games or karaoke family competition? I'd love your input. Write back soon!

Sending you lots of love,
Wei Jian

In about **80 words**, write an email to your cousin giving suggestions and each blank requires **only one word**.

WORD BANK Choose one word for each blank. Use a capital letter when needed.

outdoor	hope	challenging	hear
songs	hi	enjoy	85th
write	sing	fun	

To: weijian@gmail.com

Subject: Grandma's 85th Birthday Activity Suggestions

1 _____ Wei Jian,

Glad to 2 _____ from you. You're right! Grandma deserves a big party celebration for her 3 _____ birthday. It can be a 4 _____ task to organise activities that everyone can 5 _____. How about a mix? You can start by playing 6 _____ activities like frisbee or ring toss for all ages. After that, the karaoke family competition for those who want to 7 _____. You can even have a segment for Grandma's Favourite 8 _____. It'll be 9 _____ for everyone.

I 10 _____ you like my suggestions. 11 _____ to me soon!

Your cousin,
Zhen Xi