

Writing part 1 (email)



Read this email from your English speaking friend Sam and the notes you have made. Write your **email** to Sam using **all the notes**.

From: Sam

Subject: Jan's leaving party

Hi!

I'm writing because, as you know, Jan is leaving our school and moving to Australia. I was thinking of having a party to say goodbye. Do you think it's a good idea? **Great Idea!**

If so, can you think of a good place to have the party? **Suggest ...**

Would it be best to have it on a weekday or at the weekend? **Answer and explain**

Also, I'm thinking of hiring a band for the party. Do you know what sort of music Jan likes best? **Answer the question**

See you soon!

Sam



New message

To

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Subject

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Writing part 2 (article)



HELPING PEOPLE

What kinds of people need our help?

When did you last help someone? What did you do?

Write an article answering these questions. (110 words)

**GOOD
JOB**

