

An email message

I can write an email describing my weekend.

Preparation

- 1 Complete the verb and noun collocations with the words in the box.

bed an email friends friend's house go
go for have play read

- 1 _____ shopping
- 2 meet some _____
- 3 _____ lunch at a café
- 4 write _____
- 5 _____ a book
- 6 go to _____ early
- 7 _____ a walk
- 8 stay at a _____
- 9 _____ basketball

- 2 Match 1–13 with a–m to make useful phrases for emails.

- | | | |
|--------------|--------------------------|--------------------|
| 1 Look after | ☐ | a hello. |
| 2 Email | ☐ | b to you soon. |
| 3 I hope | ☐ | c hear from you! |
| 4 Chris says | ☐ | d you're well. |
| 5 Say hi | ☐ | e your weekend? |
| 6 Speak | ☐ | f Emma |
| 7 How are | ☐ | g I have to go. |
| 8 Thanks for | ☐ | h care. |
| 9 How was | ☐ | i me soon. |
| 10 Great to | ☐ | j yourself. |
| 11 Anyway, | ☐ | k your email. |
| 12 Take | ☐ | l things with you? |
| 13 Love, | ☐ | m to David. |

- 3 **TRANSLATION** Translate the phrases in exercise 2.

- 1 _____
- 2 _____
- 3 _____
- 4 _____
- 5 _____
- 6 _____
- 7 _____
- 8 _____
- 9 _____
- 10 _____
- 11 _____
- 12 _____
- 13 _____

- 4 Complete the email with the phrases in the box.

after dinner a good weekend for a party in bed
to the cinema until eleven o'clock with my brothers

Inbox

Hi Thomas

Great to hear from you! How are things with you?

I had ¹_____. On Saturday it was my friend Fiona's birthday. She invited us all ²_____ to see a film. Later, we went to her house ³_____ with food and music. I didn't get home ⁴_____.

On Sunday I woke up late and read magazines ⁵_____. Then I got up, listened to music and played a board game ⁶_____. I won! I did my homework ⁷_____. :- (Luckily it didn't take long. :-)

How was your weekend?

Email me soon. Jim says hello.

Love
Patricia

Writing guide

- 5 Write an email to a friend following the example in exercise 4. You can use activities from exercise 1 to help you.

- Begin your email with a greeting and one or two phrases from exercise 2.
- **First paragraph:** describe what you did on Saturday.
- **Second paragraph:** describe what you did on Sunday.
- Add one or two more phrases from exercise 2.
- Finish your email.

Inbox

CHECK YOUR WORK

Have you:

- ☐ included phrases from exercise 2?
- ☐ checked your spelling and grammar?