

3 Read and analyse.

Read the email in **Activity 1** again and discuss the questions about the structure of the email.

- 1 In which paragraph does Mazin introduce himself?
- 2 What other information does Mazin provide about himself?
- 3 In which paragraph does Mazin state his request?
- 4 Which conjunctions does Mazin use in his email?
- 5 How is this email different to the emails on page 26 of the Classbook?