

## EXTRA CLASSES - STARTER

### Writing a letter

Look and read!

#### Write Right!

#### Writing Letters

Every letter has 3 important parts:

**1. The Greeting** – This is where you say hello.

*Dear Grandma,  
Dear Uncle Bob,*

**2. The Body** – This is where you say everything that you want to say. In a letter to a relative, you will probably want to say what has happened recently, what you are doing now, and what you will do in the near future.

*Last week I went to an amusement park with my friends. It was a lot of fun...*

*I am in eighth grade now. Some of my classes are a little hard, but I have a lot of nice friends...*

*Next month we will come visit you. I can't wait! We can watch movies, and I hope we can make chocolate chip cookies together!*

**3. The Closing** – This is where you say goodbye. Some common closings are:

*Sincerely,  
Love,  
Best Regards,  
With love,  
Your friend,  
Yours,  
Hope to hear from you soon,*

**Now, let's practice! Answer the questions to write a letter presenting yourself to a friend:**

1. What's your name? \_\_\_\_\_
  2. How old are you? \_\_\_\_\_
  3. Where are you from? \_\_\_\_\_
  4. Where do you study? \_\_\_\_\_
  5. What's your favorite school subject? \_\_\_\_\_
  6. What are your hobbies? \_\_\_\_\_
  7. What don't you like doing? \_\_\_\_\_



### EXAMPLE:

Dear friend,



My name is Anna. I'm 13 years old. I am from Fernandópolis, in Brazil.

I study at CNM English school. My favorite school subjects are Language (English) and literature.

I like playing computer games, riding a bike, playing with my friends and reading books.

I don't like watching TV and doing my school homework.

With love,

—Anna

### Now, write your own letter: