

Look at the email and do the exercises to practise and improve your reading skills.

Preparation

Choose three options. Tick (✓) all the correct answers.

People sometimes write thank-you emails ...

- for a birthday present.
- for a new baby.
- when someone helps you with something important.
- when someone buys you a sandwich.
- when someone gets married.
- for a Christmas present.

tomsmudger91@dsmail.com

To: sjbogard@twindle.com

Cc:

Subject: Thank you!

Insert: [Attachments](#) [Photos](#) [Videos](#)

Tahoma 10 B I U

Hi Susan

Thank you very much for the birthday present. I really need a new computer game, so it is perfect. You're very kind. :)

How are you? Good luck in your exams. I hope you pass with good marks.

Speak soon.

Tom xx

1. Check your understanding: true or false

Circle *True* or *False* for these sentences.

1. Susan wrote this email.	<i>True</i>	<i>False</i>
2. It was Tom's birthday.	<i>True</i>	<i>False</i>
3. Susan bought Tom a computer game.	<i>True</i>	<i>False</i>
4. Tom doesn't like the computer game.	<i>True</i>	<i>False</i>
5. Susan has exams soon.	<i>True</i>	<i>False</i>
6. Susan's email address is sjbogard@twindle.com.	<i>True</i>	<i>False</i>

2. Check your understanding: grouping

Write the sentences in the correct group.

had a birthday.	gave a birthday present.	wrote the email.
has exams soon.	received the email.	got a computer game.

Tom ...	Susan ...

3. Check your understanding: matching

Match the two sentence halves and write a–e next to the number 1–5.

1..... Tom wrote an email	a. birthday.
2..... Susan gave a birthday present	b. exams soon.
3..... It was Tom's	c. to Tom.
4..... Tom likes the	d. to Susan.
5..... Susan has	e. computer game.

Discussion

Who do you send emails to? How many emails do you send every week?