

QUIZIZZ Lembar kerja**personal letter**

Total pertanyaan: 20

Estimasi pengerjaan: 9menit

Disusun oleh Ms. KAMRIA KAMRIA

Nama Kelas Tanggal

1. Apt BLK 30,Eunos St.
#06-116
Singapore 1441
2nd April 2009

Dear Lisa,

I have received your letter asking me to met you at your house this Sunday to discuss the urgent matter you have. I regret however to say that it will not be possible for me to see you on Sunday as I already have a previous appointment. I will see you on Monday, next week, at 5 p.m. Hoping the change of date will be convenient to you.

Your Sincerely,

Daisy

Who is the sender?

- | | |
|----------|---------|
| a) Rossa | b) Rio |
| c) Daisy | d) Lisa |



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Who is the receiver?

- a) Rio
b) Rossa
c) Daisy
d) Lisa

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#06-116
Singapore 1441
2nd April 2009

Dear Lisa,

I have received your letter asking me to meet you at your house this Sunday to discuss the urgent matter you have. I regret however to say that it will not be possible for me to see you on Sunday as I already have a previous appointment. I will see you on Monday, next week, at 5 p.m. Hoping the change of date will be convenient to you.

Your Sincerely,

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When did the sender write a letter?

- a) 22nd April 2009
b) 2nd April 2009
c) 2nd April 2008
d) 1st April 2009



9. **What is the another name of informal letter?**

- a) Application Letter
- b) Personal Letter
- c) Retirement Letter
- d) Promotion Letter

10. **"Dear, Raisa ..."**

is called as in a letter

- a) Closure
- b) Signature
- c) Salutation
- d) Complimentary Close

11. **With love and admiration,... sincerely yours,...sincerely grateful,...**

In personal letter you will meet those words. What is the name of the words in personal letter?

- a) Greeting
- b) Postscript
- c) Signature
- d) complimentary close

12. When the letter is written is called?

- a) Address
- b) Salutation
- c) Date
- d) Closure

13. Place where the letter is written is?

- a) Date
- b) Content
- c) Closure
- d) Address

14. **Hi~ Kevin, How are you?**

The expression is called...

- a) Introduction
- b) Body
- c) Complementary Close
- d) Signature

15. **Can't wait to see you soon.**

The expression belong to...

- a) Body
- b) Introduction
- c) Complementary Close
- d) Closure



16. What is an example of the **Salutation**?

- a) Best wishes
- b) Dear
- c) Sincerely
- d) Yours truly

17. **"I am so happy to share this with you"**

The expression is to express..

- a) to share bad news
- b) to Asking help
- c) to share good news
- d) to Apologize

18. **"I am so sorry but I have to tell you"**

The expression is to express..

- a) to Asking help
- b) to share good news
- c) to share bad news
- d) to Apologize

19. **"I think you shouldn't....."**

The expression is to express..

- a) giving advice
- b) to Apologize
- c) to share good news
- d) to Asking help

20. **"Thanks very much for....."**

The expression is to express..

- a) to Asking help
- b) to Apologize
- c) to share good news
- d) gratitude

