

**Write an informal email to an e-pal. Describe a good friend at school. Follow this paragraph plan and remember to use typical words and expressions in informal emails.**

Paragraph 1: Basic personal information about your friend (name, age, where they are from)

Paragraph 2: Information about your friend's family

Paragraph 3: Their hobbies

Paragraph 4: Their favourite subject(s) at school

Paragraph 5: Ask for a reply