

6 Find and correct the mistakes.

What do you enjoy to do?

What do you enjoy doing?

A Bye 5 now.

B I write to tell you about the plans for Saturday.

C How are you going?

D Hay Steven,

E Waiting forward to hearing from you soon.

4

☐

☐

☐

☐

☐

7 Put the sentences in Exercise 6 in the order they are usually used in an email.

8 Read the task below. Then read the email and complete the questions with the missing question words.

You have received an email from your English-speaking friend. Read the excerpt below.

Thanks for inviting me to visit you next month. I'm really excited about coming to Spain for the first time. Please tell me more about what sort of things you do there in your free time. Do you like going to the cinema or doing sports? What places do you like visiting with your friends?

Write an email with a reply. Include and develop these points:

- Say how you feel about your friend visiting you.
- Tell him/her about some of the things you do in your free time.
- Write about some of the places you visit with your friends.
- Ask about your friend's interests.

Hi Barry,

A _____ are you? I'm really excited about your visit. I'd love ¹to tell / telling you about what I spend my free time ²to do / doing and the places I like visiting.

As you know, I'm keen on ³do / doing sports. I hope you don't mind ⁴to wake / waking up early to go running 😊.

B _____ you like sports? Of course, I also enjoy ⁵to go / going to the cinema but I refuse ⁶to watch / watching romantic films! C _____ kind of films do you like? D _____ you have a favourite film?

E _____ you ever heard of la Barceloneta? I hope ⁷to take / taking you there with my friends.

I'm sure we'll have fun.

All the best,

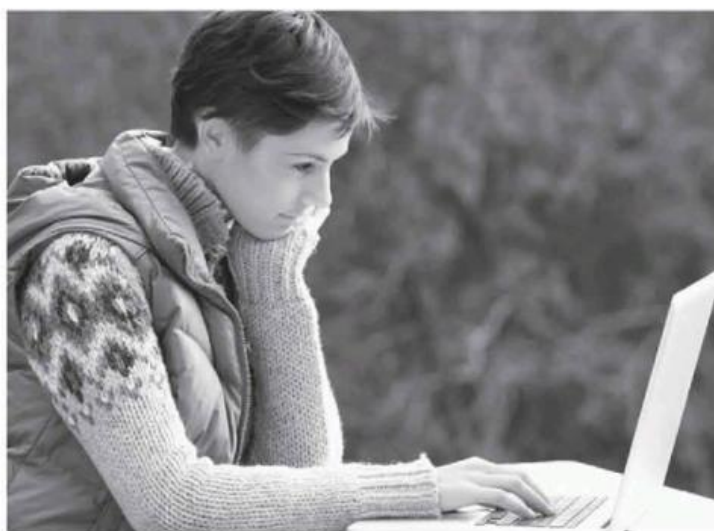
Miguel

9 Read the email again. Choose the correct forms of the verbs.

SHOW WHAT YOU'VE LEARNT

10 Some family friends from the UK and their teenage son are coming to stay with you and your family this summer. You would like to learn something about him before their visit. Write a personal email to him giving some information about yourself. Include and develop these points:

- Introduce yourself and say why you are writing.
- Tell him some basic information about yourself (age, the place where you live, etc.)
- Tell him about your hobbies.
- Ask him about his interests.



SHOW THAT YOU'VE CHECKED

Finished? Always check your writing. Can you tick ✓ everything on this list?

In my personal email:

- | | |
|--|--------------------------|
| • I have started with a friendly greeting e.g. Dear Nick or Hi Kate. | ☐ |
| • the first paragraph says why I am writing. | ☐ |
| • the second paragraph gives some basic information about me (age, home town, etc.). | ☐ |
| • I have included some information about my likes/dislikes/hobbies, etc. | ☐ |
| • I have included some questions to show that I want a reply. | ☐ |
| • I have used contractions (e.g. I'm / aren't / that's). | ☐ |
| • I have perhaps used some emoticons 😊 and abbreviations (info / CU / gr8), but not too many! | ☐ |
| • I have finished with a friendly goodbye, e.g. CU (= See you) soon / next week / in a few months. | ☐ |
| • I have checked my spelling and punctuation. | ☐ |
| • My text is neat and clear. | ☐ |