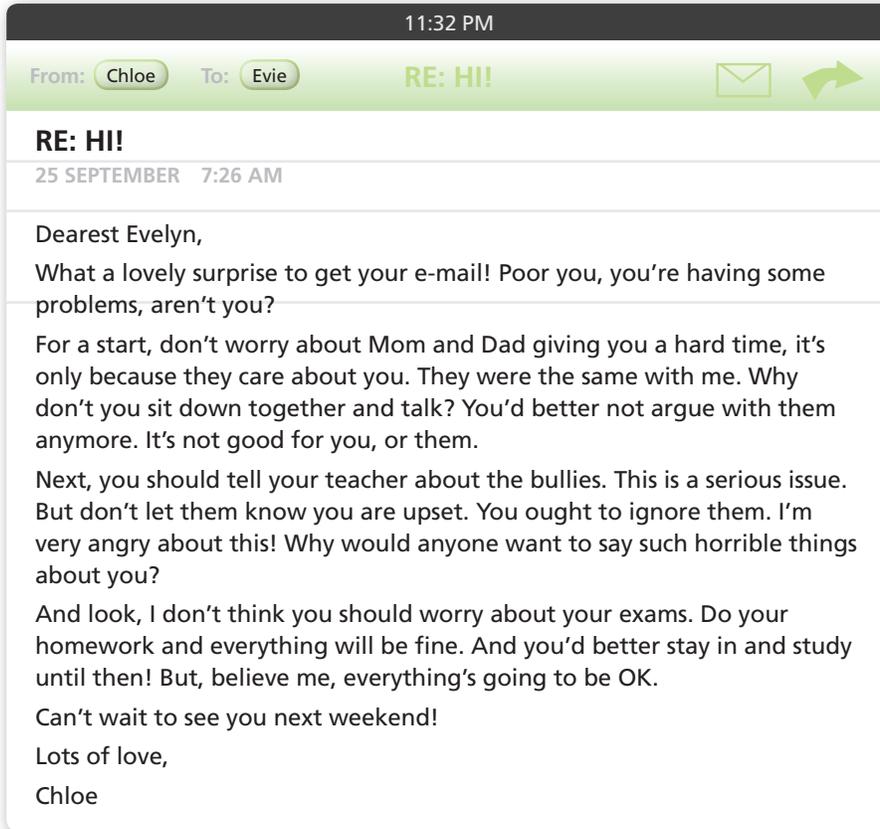


Guided Writing

Reading

1 Read the e-mail and circle the correct option.

The writer and the person she is writing to are *friends* / *workmates* / *relatives*.



2 Read the e-mail again. Check (✓) which of Evelyn's problems the e-mail gives advice on.

- 1 She's worried about her school exams.
- 2 She's having problems with her parents.
- 3 She can't afford to buy books for school.
- 4 Some girls are writing some bad things about her on a social networking site.

3 Number the stages of the e-mail in the correct order 1-6.

- a Closing
- b Salutation
- c Writer's name
- d Closing reference to the future
- e Opening sentence
- f Main body

