Reading

1. Read the text. Choose the correct option.
   It is a letter of complaint / a thank-you letter / a letter asking for help.

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Dear Emily,

I'm writing to ask for some advice. You helped Jemma and I really hope you can do the same for me.

This is my problem. I recently met a new friend. He lived in Thailand for four years and speaks five languages, including Thai. He plays bass in a jazz band. He is really interesting, but I have a small problem. When we met, he asked me if I liked Thai food and I said I did. But I don't. Then he asked me if I had traveled much. I lied again and told him about my travels in South America. He wanted to know where I had been, and I told him I had lived in Colombia. When he asked if I spoke Spanish, I lied again and said I did. I didn't think we would see each other again, but he's just called and asked me if I would like to go out with him and his friends this evening. They want to go for a Thai meal and then to the movies to see an Argentinian movie – in Spanish!

What do you think I should do? I want to go, but I've told so many lies. What would you do if you were me?

Best wishes,

Carla
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Language

Reported speech
When reporting questions, we use the same word order as in statements. We don’t use question marks. Reporting words are followed by if (unless it is a wh- question – why, where, who, what, how). The tense of the main verb often "moves back" (simple present – simple past, simple past – past perfect etc.)

4 Look back at the letter and underline the reported questions.

5 Write Carla’s new friend’s questions in direct speech.
   1 Do you ____________________________?
   2 Have ________________________________?
   3 Where ______________________________?
   4 Do _________________________________?
   5 Would ______________________________?

Asking for advice
When we want to ask for advice, we use phrases like What would you do if you were me? and What do you think I should do?

Writing

6 Write a letter to a friend asking for advice in the following situation. Tell your friend what the person you met asked you, and what you replied.

You met a person recently who you really liked and you wanted to impress. You gave some false answers to the questions the person asked you below.
   • Where are you from?
   • Where do you live?
   • What languages do you speak?
   • Have you traveled much?
   • Do you want to go out to see a movie?

CHECKLIST  REMEMBER TO

- use reported speech when reporting an earlier conversation.
- start and end the letter / e-mail in an appropriate style.
- use contractions (I am, I’m, you are, you’re) and informal language.
- ask for advice using appropriate phrases.
- use Dear (John) when writing to someone you know well and whose first name you usually use and end Regards / Best wishes.