



Nov 11

1 \_\_\_\_\_,

It's alright. Stop worrying! I haven't lost my memory and forgotten all my friends. Only you! ;-) Seriously, I'm really sorry I haven't written for so long.

The big news is <sup>2</sup> \_\_\_\_\_, at last! I'm working for an independent games designer called SnoGames. It's a small company, but apparently Nintendo are interested in developing one of their games. I'm pretty tired at the moment because I have to get up early and <sup>3</sup> \_\_\_\_\_.

My new phone is brilliant and it wasn't expensive either! I'll show it to you at the weekend.

<sup>4</sup> \_\_\_\_\_ to the country. It sounds great. Just what I need – a bit of rest and relaxation. We're definitely coming, but I'm not sure what time we'll be there, so

<sup>5</sup> \_\_\_\_\_ on Saturday morning! OK?

Anyway, got to go. <sup>6</sup> \_\_\_\_\_.

Oh, by the way, <sup>7</sup> \_\_\_\_\_? I haven't heard from him for ages.

<sup>8</sup> \_\_\_\_\_,

Hanif

### 3 Complete Hanif's reply to Daria with the missing extracts a–h.

- a All the best
- b don't go out
- c have you had any news from Ali
- d Hi Daria
- e I haven't been getting enough sleep
- f I'm meeting Neil at the café
- g I've found a job
- h Thanks for the invitation

### 4 Match the underlined words and phrases in Hanif's letter with their synonyms below.

before I forget – \_\_\_\_\_  
 guess what? – \_\_\_\_\_  
 it seems that – \_\_\_\_\_  
 well – \_\_\_\_\_

### 5 Choose the best words and phrases.

- 1 *Have you heard / Before I forget* the latest news?
- 2 *Anyway / Apparently*, they've expelled Chris from school! I don't know why.
- 3 *Anyway / By the way*, I imagine Chris is feeling pretty bad. We should go and see him.
- 4 *By the way / Guess what*, have you got Vicky's new phone number? I want to call her.
- 5 Got to go now. *Cheers / Yours sincerely*, Daria.

### 6 In pairs, put excerpts a–h in the right order to make a letter.

a What else? Well, I've been taking driving lessons too! I've only had three so I haven't learned much yet, but I like it.

b The big news is that I've got a new girlfriend! Her name's Neela – yes, Neil is going out with Neela! Stop laughing! It's not funny. Anyway, she's really sweet. You'll love her.

c Sorry I haven't written sooner, but I've been really busy. I'm exhausted! I've been studying really hard. I've got a big Maths test tomorrow.

d Love, Neil

e Oh, before I forget, Chris called me up. Apparently, there's a really good theatre course on at the youth centre next week. Do you want to go? Come on! It'll be fun.

f I've got to go. My trigonometry book is calling me! Write back soon.

g Hi Daria,

h Anyway, that's enough about me. What about you? Have you decided to get that piercing yet?

## TRAIN YOUR BRAIN | Writing skills

### Personal letter

- 1 Start with expressions like *Hi/Hello/Dear ...* and finish with expressions like *Cheers/All the best/Best wishes*.
- 2 Tell your reader your news.
- 3 Comment on and ask about your reader's life.
- 4 Start a new paragraph for each new topic.
- 5 Use imperatives and direct questions to engage your readers.
- 6 Give a reason to end the letter.
- 7 Use an informal conversational style.

### 7 Study *Train Your Brain* and use the models above to write a letter to a friend with some personal news.

- Note down the most important things that have happened in your life recently and what you want to find out about your friend's life.
- Organise your notes into paragraphs.
- Write a first draft of the letter and then give it to a classmate to check it for errors.
- Write the finished version of your letter.