

Blogpost

subjective + informal
address the reader directly → I/you



Format:

- Username
- date/time (Bsp. April 21, 2022, 10:16am) 21.4 ist falsch
- Hi readers, ... Dear → too formal!
- **introduction** 1 paragraph
 - 2-3 sentences → preview
 - refer to the task
 - explain the topic
- **main part** 3 paragraphs
 - all content points → 1, 2, 3
 - can't switch the order of content points 1 → 2 → 3
~ mindmap
- **conclusion** (summary of the main part) 1 paragraph
 - summarize the text
 - address the reader (See you soon, write a comment)
- 5 paragraphs! → like every English text

Blogcomment

□ **introduction**

• orders the author } asks the reader




refer to the blog you comment

⇒ Like Blogpost

× without "write a comment"

Article

- formal & objective → I/you 
- 5 paragraphs! + title
- do not orders the reader directly + present facts!

□ title

• interesting

□ introduction 1

□ main part 3 Like Blogpost

□ conclusion 1

E-mail

- (in) formal / rather subjective → I/you 




depending

- addresses the reader directly
- 5 paragraphs!
- from:
- to:

• subject:

Text → like Blogpost

Report

- very formal + very objective → I/you 
- 5 paragraphs! ⇒ each has a subheadline!
- from:
- to:
- subject:

Text → like Blogpost