

# DETERMINE THE MESSAGE



Messages can be casual, formal and semi-formal. [Can you match these phrases to their correct formality?](#)

## DETERMINE THE MESSAGE

WHAT MESSAGE DO THESE PHRASES SEND? (drag and drop)

I'm so grateful.      What???

Hey!

I was so pleased to have made your acquaintance at last night's benefit.

Will you help me prep for next week's conference?

Sincerely,

I've read through your proposal and would like to schedule a follow-up meeting.

Yep.

Thx!

Hi Mikayla,

SUBJ: lunch at noon?

Thanks!

See you soon,

Let's discuss this. Are you free Tuesday?

SUBJ: [blank]

Coffee tomorrow?

LOL

Dear Mr. Huang,

Where R U?

Yes.

:) :(

SUBJ: Budget request for sales

Casual

Semi-formal

Formal

