task 1: Dear my friend I'm so sorry for not coming to the swimmming pool with you because in that day i have to go to country with my family. My grandfather's sickness is really bad. I will meet you in the nexrt week. How about on startuday? Can we meet in the coffee house at 196 Ba Trieu srtreet? see you soon. Task 2 Acquaintances is very important in our life. Friendship is one of them. Everyone need friends. And a good friend is important, too. But in your opinion, how is a good friend? Are you a good friend? In my opinion, a good friend have some qualitys. First quality is truth. I think it is the most important in friendship. A good friend doesn't act out from self-interest. Next is unselfishness. He/she will share all his/her secrets with you. You can share everythings with him/her and don't worry. You always feel close when they stay by your side, like sisters or brothers. Enthusiasm and constancy are important, too. They help you have a long friendship. Let you remember, a beautiful friendship never have rumours or gossips. It's truth. A good friend always have altruism. When you have mistakes, he/she will forgave. He/she symphthize and friendly. He/she always help you whenever, wherever when you need him/her. But, I think before you look for a good friend and keep him/her, you must become a good friend. That is the best important things.