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WRITING • Emails

I can write a narrative email using *because* and *so*.

THINK! What kinds of accidents can happen to skiers?



< Inbox

Hi Matt,
Thanks for your email. How's it going? What are you going to do this weekend?
Guess what? I cannot go out with you at least in the next 6 weeks. I had an accident yesterday. What a bad luck! I broke my leg while I was skiing. It was snowing, **so** I couldn't see. I hit a tree terribly. My dad called the rescue services **because** my left leg really hurt. They arrived quickly and took me to the nearest hospital by helicopter. I had an operation last night. Now I am lying in bed with my leg in the air, **so** I cannot move. I'm really bored.
Take care and write back soon,
Clare

1 Read the email. What happened to Clare? Why can't she go out?

2 Study the Key Phrases. Which phrases go at the beginning and which go at the end of an email?

KEY PHRASES

Informal expressions

- 1 Thanks for your email.
- 2 How's it going?
- 3 Guess what?
- 4 Take care and write back soon.

Language point: Reason and result

3 Look at the words in **blue** in the text. Which word introduces a reason? Which one introduces a result?

4 Complete the sentences with *because* or *so*.

- 1 I can't play football today I've sprained my ankle.
- 2 I cut my hand badly today my mum took me to hospital.
- 3 I fell off my bike now I have a big bruise on my arm.
- 4 I couldn't see I wasn't wearing my glasses.
- 5 I'm bored my computer isn't working.

5 **USE IT!** Follow the steps in the Writing Guide.

WRITING GUIDE

A TASK

Imagine that you had an accident while you were camping by the sea. Write an email (60 – 80 words) to a friend.

B THINK AND PLAN

- 1 What has happened and where are you now?
- 2 Where were you and who were you with?
- 3 What were you doing when you had the accident?
- 4 What is the result of the accident?
- 5 How do you feel now?

C WRITE

Paragraph 1: Introduction

Greetings and a polite question

Paragraph 2: Description of the accident

Paragraph 3: Conclusion

Ending your email politely

D CHECK

- Informal expressions
- *because* and *so*
- Tenses