
The rules of letter writing



...At school we are doing projects on reading habits of people in different countries. Do you enjoy reading? Who is your favourite writer? Could you tell me what kind of books you and your parents like reading?

As for my family news, my sister got married last week...

Write a letter to Steve and answer his 3 questions. Ask 3 questions about his sister's husband.

Write 100-140 words. Remember the rules of letter writing.



Address

Date

Greeting ,

Introduction .

Main body .

Conclusion .

Ending ,

Signature



Address

Flat 10
12 Molodyoznaya St
Vanino 682860
Russia

Vanino
Russia



Date



Google
Calendar

4 January 2011

4th January 2011

4|1|2011

04|01|2011



Greeting



Dear Martin,
Dear Mr Green,
My darling,



Introduction

Thanks for...

Many thanks for...

How nice of you

I was awfully glad to get your letter...

I must apologize for not writing you at once...

I really should have written sooner....

Thank you very much for... I haven't heard from you for ages.

Main body

***ask your questions of
your pen-friend***

***Answer the questions of
your pen-friend***



Linking words

Well

Wish me luck!

By the way

Anyway

In fact

As for me

That's why

So

Really

For example

Although

Certainly

Of course

Guess what!



Conclusion

Sorry? I've got to go now! It's time for ...

I'll write again soon.

Looking forward to seeing you.

Hope to hear from you soon.

I'll be looking forward to a letter from you.

Please, write back.

Drop me a letter when you can.



Ending

*I love you so much,
Much love
Lots of love,
Best wishes,
All the best,
Yours,
Yours truly,*



Signature

***Sally
David
Martin
John
Richard
Ann
Tom***



- Помните о количестве слов (100-140 слов)
Возможное отклонение 10 % (90- 154 сл)
- Вы пишете письмо личного характера, поэтому оно должно быть написано неформальным стилем.
- Допускается использование сокращенных форм, идиом, аббревиатур.
- От вас не требуется писать про себя правду и ничего кроме правды. Не стесняйтесь фантазировать.
- Закончив ваше письмо, обязательно проверьте его на наличие орфографических или грамматических ошибок.
- Если вы не уверены в правильности написания какого-либо слова, замените его на другое, в написании которого вы уверены.

Список использованной литературы и интернет-ресурсов

<http://www.allforchildren.ru/pictures/showimg/school22/school2230jpg.htm>

<http://radikal.ru/F/i004.radikal.ru/0809/d8/3f826cb5db36.png.html>

<http://s45.radikal.ru/i107/0908/42/oda65f8f2b9e.png>

В.В.Сафонова Письмо на английском языке. м.- Просвещение, 1996

