



DESCRIBING PEOPLE

Hi Kim,

Bob told me you are looking for a new singer for your band. If so, I think my friend might be perfect. Her name is Amy and she's my classmate.

Bella's our age, though she looks like she's already in her early twenties. She's very pretty. She's about medium height and slim, and she's got long, straight, dark hair. She dresses fashionably, though usually in black.

She's very easy-going and I think she has a great sense of humour – we get on really well. She has an incredibly warm personality. She's supportive and knows how to encourage people when they are feeling down.

She's also a very creative person and a fantastic singer. She plays the piano and writes her own songs and has even made a video to go with one of them. She's into all sorts of music, from classical to punk and I think she's the sort of person who is open to new ideas.

I think she looks a bit like a Hollywood film star because she's very glamorous. And she'd make a great singer for the band.

Watch her video (attached) and let me know what you think.

Best wishes,

Andrew

Study the example letter



PLAN

Para 1

INTRODUCTION

- name
- relationship to you
- how/when you met him/her

Para 2-4

MAIN BODY

- physical appearance
- personality
- hobbies/interests/activities/achievements

Para 5

CONCLUSION

- your comments and feelings

When describing someone's **physical appearance** you can use the following sentences.

Mention age.

He's (about) my/your/our age.

He's in his teens/early/mid/late twenties.

Describe hair, eyes, skin and face.

He's got cool, short, medium length dark hair.

She's got beautiful, long, straight, curly, thick, blonde hair.

She's got a kind/friendly/unusual smile/face.

He's dark-skinned/wrinkled/freckled/tanned.

He's got deep blue/lightbrown/sparkling/expressive/lively eyes.

She's got long/hooked/straight/upturned nose.

Mention height/build.

She's short/medium height/tall.

He's fairly well-built/slim/skinny/overweight.

Describe clothes.

She dresses casually, smart/well/in black.

He always wears casual /scruffy/fashionable/stylish/designer clothes.



Describing personality

Use a variety of character adjectives and justify them with an explanation or example.

For example: *She's supportive. She knows how to encourage people when they are feeling down.*

Some adjectives in English can sound negative when used to describe a person.

Replace them with neutral expressions like: *tend to, seem to, is rather*, etc.

For example: *Jo is a bit too slim. NOT ~~Jo is~~ skinny.*

Harry is not interested in fashion instead of ~~Harry is~~ scruffy.



Fill in: *aggressive, pessimistic, generous, hard-working, outgoing, arrogant, sensitive, cheerful.*

1. Sam is so [redacted]. He believes that a job isn't worth doing unless it's done properly.
2. Maggie is quite [redacted]. She often picks fights with people and gets angry really easily.
3. Jake is [redacted]. He's the life and soul of the party and loves meeting new people.
4. Greg is [redacted]. He always expects the worst.
5. Kate is [redacted]. She's always got a smile on her face and never lets anything get down.
- 6. I've never met anyone as [redacted] as Nancy. She's always buying people gifts.
- 7. John is so [redacted]! He thinks he's more important and better than everyone else.
- 8. Sam is a [redacted] guy. He's a great listener and seems to understand when you're feeling down.

Linking words and phrases

We can join descriptions of **similar personal qualities** by using: *in addition, also, and, both ... and, moreover, as well as* etc.

E.g. *She is both kind and helpful. **Moreover**, she never loses her temper.*

We can join descriptions of **contrasting qualities** by using: *but, on the other hand, however, nevertheless, in spite of this, although* etc.

E.g. *She is independent and knows her own mind. **However**, she is sometimes very stubborn.*



Write a letter. Remember these steps:

1. Thank your friend for offering to show your sister round London.
2. Mention your sister's age.
3. Describe her physical appearance and clothes.
4. Describe her personality (mention something negative).
5. Mention some of her interests.
6. Thank your friend again.
7. Say goodbye.

A screenshot of a text message on a light blue background. The text is in a dark grey font and reads: "I'm really looking forward to meeting your sister when she comes to London in the summer. I can show her round the city! Please tell me something about her? Does she look like you? What's she like and what's she interested in? Hope to hear from you soon. Love, Will".

I'm really looking forward to meeting your sister when she comes to London in the summer.
I can show her round the city! Please tell me something about her? Does she look like you? What's she like and what's she interested in?
Hope to hear from you soon.
Love,
Will