

OBJECTIVE

To write an informal letter

COURSE SUMMARY

The sender's address

This and the date can be on the right side of the letter

Moramanga Anjiro,
Lot V Bis

Date

The recipient's name

Dear Sam,

I hope my letter finds you in a good health. I'm writing to **purpose of the letter.**

Content of the letter

With love,
Yours affectionately

The sender's name

Boto

You can use:

- contracted form (isn't, can't etc)
- any punctuation:!, (), etc
- less formal language (great! You see, etc)

Activity 1

Here is a letter from Jenny to her pen-friend Be.

Rearrange the sentences to form a letter.

Madagascar, Antsohihy

Lot II B Abis

15th May 2021

Dear Jenny,

There are many things you can do to lose weight.

Yes, you're right! It has been a long time we last chatted. I'm fine so far, thank you. I feel so sorry to hear about your problem and I'm writing to give some advice.

I hope that you are fine too!

First of all, you should eat healthy food like fruits, vegetables, salad and fish.

Secondly, you should practice sports. I know it's hard to do at first, but believe me it will work.

Also, you shouldn't eat fast food. I know they are delicious and you love them.

But, fast food is bad for the health. It contains too much calories.

You are not obliged to do much exercises. Running is okay! If you exercise every day, you will lose weight.

Eat less ice-cream, too. Eat healthy food and practice sports.

Write back and tell me how you feel.

You will feel better and lose weight. Cheer up!

Yes, stop eating when you are stressed – I nearly forget that!

With lot of love, miss you,

Your friend,

Mboty

Activity 2

Read the letter from Jenny.

1. Answer this question. Why is Mboty writing this letter?

2. Complete the chart based on Mboty's letter.

Mboty's advice for Jenny:

Dos	Don'ts
...	...

3. Say if those statements are true or false. Justify if it's false.

- In Mboty's opinion, what she suggests is very easy to do.
- Mboty and Jenny are good friends.

Activity 3

Write the letter that Jenny sent to Be.