

TASK ONE



**School magazine**  
This month's topic is 'Friends'.  
We would like to hear about our students' friends.  
We will choose five descriptions and publish them in next month's magazine. So tell us about one of your friends!

Now write a description of one of your friends. Write 100–150 words, in four paragraphs. Include information about the following:

- ☐ your friend's name, age, nationality, job, etc.
- ☐ your friend's physical appearance
- ☐ your friend's personality
- ☐ your friend's hobbies

**Useful phrases:**

*My (best) friend's name is...*  
*We met (in college four years ago)*

*He / She comes from...*  
*He / She looks like (a model)*  
*He / She likes +ing*  
*He / She is +adjective*

*In her free time she...*  
*(I think) the best thing about him / her is...*

**Useful vocabulary:**

*physical appearance: tall / short / slim / beautiful / attractive*

*hair: long / short / straight / curly / dark / fair*

*personality: creative / extrovert / friendly / funny / generous / hard-working / intelligent / introvert / kind / musical / open / positive / quiet / shy / sporty / talkative*

*and / so / but / because / also*

## TASK TWO



To: \_\_\_\_\_

From: James

Hi

I haven't heard from you in a couple of weeks – have you been on holiday? Where did you go? Did you have a good time? Tell me all about it!

Are you coming to the football match next Saturday? Come on United!

See you later,

James

**Now write your reply to James's e-mail. Write 100–150 words.**  
**Include information about the following:**

- ☐ Where you went on holiday.
- ☐ What you saw and what you did.
- ☐ What you liked and didn't like about it.
- ☐ Answer James's other questions.

### Useful phrases:

*Thanks for your email.*

*I / we went to ...*

*The weather was ...*

*We stayed in ...*

*I / we liked ...*

*I / we didn't like ...*

Endings: *Bye for now / See you soon*

*/ All the best / Take care*

### Useful vocabulary:

*for a week / two weeks / a few days*

*go sightseeing*

*go to the beach / the cinema / a*

*restaurant*

*go for a walk / on a trip*

*visit galleries / museums / historic*

*buildings*

*take photos*

*have a good time*

*when / then / one day / on the last*

*day*

### TASK THREE



Hi \_\_\_\_\_

How are things? I have some news. I've decided to take an exam in English next year. I think it's really important for my work and it will help me to get a better job. But I'm really nervous about it already. You're always such a good student and you never have any problems with exams. Do you think you could give me some advice? I have nine months until the exam. What are the most important things to study? How much time should I spend studying each week? Is there anything I should buy that will help me improve my English quickly? Any other advice would be great.

Thanks very much for your help and see you soon.

Alex

#### Useful phrases:

*You should / shouldn't...*

*I think / don't think you should...*

*You could...*

*Why don't you...?*

*Why not (tell)...?*

*You could try +ing*

*In my opinion / I suggest...*

*Another suggestion is...*

*I know you'll be (fine)*

*You should concentrate on...*

#### Useful vocabulary:

*do / take / pass / fail an exam*

*exam practice*

*speaking / listening / reading /  
writing / grammar / vocabulary /  
pronunciation*

*verb / noun / adjective / adverb*

*study / learn / read / listen / revise*

*and / so / but / because / which /  
also*

**Now write an e-mail giving Alex advice and answering her questions. Write 100–150 words. Write four paragraphs. Include the following:**

- ☐ Respond to her news and help her to relax.
- ☐ Tell her what she should do in class and at home.
- ☐ Answer her questions.
- ☐ Give her any more advice you can think of.

