Grade 9 General – Writing Practice (Part 4)

Guided constructed response • Writing emails (FL.44) • 40 marks

Name: _____ Class: _____ Date: _____

Practice 1: An Email from College

Theme: Living Together, Learning Together | An email from college

From: Aisha To: Noura

Subject: My first month at college!

Hi Noura,

I hope you are well! I'm sorry I haven't written for a few weeks, but my first month at college has been really busy.

The campus is huge, and on my first day I got lost twice! Now I know my way around, and my favourite place is the library because it is quiet and has comfortable chairs. I live in the student accommodation with a roommate called Hessa. She is from Fujairah, and we share everything – even our snacks!

Classes are harder than at school. The lectures are long, and the teachers expect us to study on our own. At first I felt stressed, but I joined a study group, and it really helps.

Living away from home is not always easy. I miss my family and my mum's cooking, but I am learning to be more independent.

What about you? How is school this year? Write back soon and tell me all your news.

Love,

Aisha

1.1 (15 marks)

Read the email. Write the main ideas of the email in your own words. Write 2–3 sentences.

1.2 (25 marks)

Read the email again. Now write a reply to Aisha in which you:

- tell her about your school year so far
- describe a time you worked or studied with other people
- give her your opinion about living away from home, with reasons

Write at least 130 words in paragraphs.

Practice 2: An Email about Online Shopping

Theme: Shop till you drop! | Online shopping

From: Omar To: Saeed

Subject: My online shopping adventure

Hi Saeed,

How are you? I have to tell you about my week – it was quite an adventure!

Last Monday, I ordered a new pair of football boots from a popular shopping website. The price was much lower than in the shops, and the website promised delivery in two days. I was really excited because I needed them for our match on Friday.

Unfortunately, the boots didn't arrive on time. When they finally came on Thursday evening, they were the wrong size! I felt really angry and disappointed. I called customer service, and luckily they were very helpful. They agreed to exchange the boots for free, and the new pair arrived the next morning, just before the match.

Now I think online shopping is convenient and cheap, but you need to be patient and check everything carefully before you buy.

Do you shop online? What was the best or worst thing you ever bought? Tell me in your next email!

Take care,

Omar

1.1 (15 marks)

Read the email. Write the main ideas of the email in your own words. Write 2–3 sentences.

1.2 (25 marks)

Read the email again. Now write a reply to Omar in which you:

- tell him whether you shop online and how often

- describe the best or worst thing you have bought (online or in a shop)
- give your opinion: is online shopping better than shopping in stores? Give reasons

Write at least 130 words in paragraphs.

Extra Prompt Suggestions for the Exam

Use the same email for each theme and practise replying with a different set of three prompts. Write at least 130 words.

Living Together, Learning Together | An email from college

Set A – Write a reply to Aisha in which you:

- describe your favourite place at school and explain why you like it
- tell her about a time you felt stressed and what you did
- give her advice about making new friends at college

Set B – Write a reply to Aisha in which you:

- tell her about a new friend you have made this year
- describe a group project or activity you took part in
- say whether you would like to share a room with a roommate, and why or why not

Set C – Write a reply to Aisha in which you:

- tell her about a difficult subject and how you are dealing with it
- describe a time someone helped you with your studies
- give your opinion: is it better to study alone or in a group? Give reasons

Set D – Write a reply to Aisha in which you:

- tell her what you would like to study in college in the future
- describe a time you were away from your family
- explain what you think makes a good student, with reasons

Shop till you drop! | Online shopping

Set A – Write a reply to Omar in which you:

- tell him about the last thing you bought online
- describe a problem you had when shopping and how you solved it
- give him advice about shopping online safely

Set B – Write a reply to Omar in which you:

- describe your favourite shop or shopping website
- tell him about a time you returned or exchanged something
- say whether teenagers should be allowed to shop online alone, with reasons

Set C – Write a reply to Omar in which you:

- tell him about a present you bought for someone
- describe a shopping trip you enjoyed with family or friends
- give your opinion about buying clothes online, with reasons

Set D – Write a reply to Omar in which you:

- tell him what you would buy if you had 500 dirhams
- describe a time a product was different from its picture

- compare shopping in a mall and shopping online, and say which you prefer and why

Useful language

- Opening: Thanks for your email. / It was great to hear from you.
- Past experience: Last month… / One day… / At first… then… In the end…
- Feelings: I felt excited / disappointed / proud because…
- Opinions: In my opinion… / I think… because… / However…
- Comparing: … is cheaper / more convenient than… / On the other hand…
- Closing: Write back soon! / Best wishes, / Take care,

Teacher Section: Model Answers

Practice 1: An Email from College

1.1 Model summary:

Aisha is writing about her first busy month at college. She describes the big campus, her friendly roommate and her study group, which helps her with difficult classes. She also says she misses her family but is becoming more independent.

1.2 Model reply (146 words):

Dear Aisha,

Thank you for your lovely email. I'm so happy that you are enjoying college and that Hessa is a good roommate!

My school year has been busy too. I am in Grade 9 now, and the subjects are more difficult, especially maths and science. However, I have a great English teacher who makes lessons fun.

Last month, I worked with three classmates on a science project about recycling. At first we disagreed about many things, but we divided the work and listened to each other. In the end, our project won second place, and I learned that teamwork is really important.

In my opinion, living away from home is a good experience because it teaches you to be responsible and organised. However, I think I would miss my family too much, so I prefer to study near home.

Write back soon!

Best wishes,

Noura

Practice 2: An Email about Online Shopping

1.1 Model summary:

Omar is writing about a problem he had when he bought football boots online. They arrived late and in the wrong size, but customer service exchanged them quickly. He thinks online shopping is cheap and convenient, but you must be patient and careful.

1.2 Model reply (141 words):

Hi Omar,

Thanks for your email. I'm glad you got your boots in time for the match!

I shop online about once a month, usually for clothes, books or phone accessories. My older brother helps me because I don't have my own bank card yet.

The worst thing I ever bought was a smartwatch last year. In the photos it looked amazing, but when it arrived, the screen was very small and the battery lasted only one day. I felt really disappointed. I tried to return it, but I had thrown away the box, so I couldn't.

In my opinion, online shopping is better for small things because it saves time and the prices are often cheaper. However, for clothes and shoes I prefer shops, because I can try them on before I pay.

See you at practice!

Your friend,

Saeed

Checklist for marking 1.2

- All three prompts are answered
- Past experience is told in order, with feelings and reasons
- Opinion is given with at least one reason
- Email format: greeting, paragraphs, closing
- At least 130 words; some linking words (because, however, then, finally)