WRITE ABOUT A PLAN TO MEET

1 FOCUS ON WRITING

- A Read the Writing Skill.
- **B** Read the emails on page 42 again. Circle the question mark at the end of each question.

2 PLAN YOUR WRITING

A Choose a friend to make plans with. Imagine what you want to do. Decide where and when to do it. Complete the chart.

End of sentence punctuation

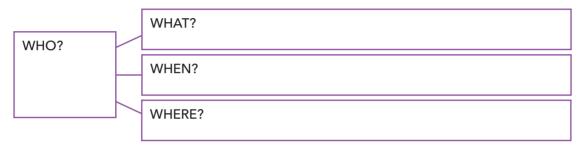
A sentence can be a statement or a question.

End a statement with a period or an exclamation point.

Use an exclamation point to express emotion.

It's great to see you again!

End a question with a question mark. Are you free for lunch on Saturday?



B PAIRS Talk about your plans.

I want to have lunch with ... I want to go to ...

3 WRITE

Write to your friend. Invite your friend to meet you someplace. Suggest a day, a time, and a place. Use the email from Yusef on page 42 as a model.

4 REVISE YOUR WRITING

A PAIRS Read your partner's email. Complete the chart.

Did your partner?	Yes	No
invite a friend to meet		
suggest a day, time, and place		
use correct punctuation at the end of each sentence		

B PAIRS Can you improve your partner's email? Make suggestions. Then revise your writing.

5 PROOFREAD

Read your email again. Check your spelling, punctuation, and capitalization.

I CAN WRITE ABOUT A PLAN TO MEET.