

Topic 1 - 2010 exam

Imagine that your name is Angelos/Angela. A good friend of yours has done something that's annoyed you. You didn't say anything at the beginning, but now you understand that if you keep it inside, it will hurt your friendship. So, you've decided to write an **email** (about 200 words)

- to explain what annoyed you and why
- to tell him/her what you expect him/her to do.

Dear Peter,

We haven't seen each for a while and I feel the need to talk to you about an incident that really bothered me. I hope you will appreciate my honesty and I expect our friendship to grow stronger after this email.

Well, two weeks ago we were together after the basketball training. It was a Saturday night, if you remember, and we were all laughing and teasing each other. Suddenly, you told everyone that I had failed in most of my term exams. Our teammates are not our classmates so they know nothing about my school performance. The moment you made this reference I felt really struck. It was something very personal and embarrassing that I didn't want to share with anyone. I got overwhelmed with negative emotions against you but I tried to keep a straight face and not to spoil our friendship.

Thinking the whole incident over again I've come to realise that you weren't aware of how embarrassing it could have been for me to tell everyone about my low grades. If you can understand your unintentional mistake I am willing to leave it behind and restore our intimate friendship.

I have to stop now because I have a lot of home work to do. I hope that this unfortunate event will become an opportunity to grow our friendship stronger.

Best wishes

Angelos.

Dear Peter,

Opening §: Tell the reason for writing the email

We haven't seen each for a while and I feel the need to talk to you about an incident that really bothered me. I hope you will appreciate my honesty and I expect our friendship to grow stronger after this email.

Body §1: Narrate the unfortunate event

Well, two weeks ago we were together after the basketball training. It was a Saturday night, if you remember, and we were all laughing and teasing each other. Suddenly, you told everyone that I had failed in most of my term exams. Our teammates are not our classmates so they know nothing about my school performance. The moment you made this reference I felt really struck. It was something very personal and embarrassing that I didn't want to share with anyone. I got overwhelmed with negative emotions against you but I tried to keep a straight face and not to spoil our friendship.

Body §2: Tell him/her what you expect to happen

Thinking the whole incident over again I've come to realise that you weren't aware of how upsetting it could have been for me to tell everyone about my low grades. If you can understand your unintentional mistake I am willing to leave it behind and restore our intimate friendship.

Closing §: Summarise what've said and remind him/her what you want to happen

I have to stop now because I have a lot of home work to do. I hope that this unfortunate event will become an opportunity to grow our friendship stronger.

Best wishes

Angelos.