

My E-M@il Pass

Name: _____ E-Mail: _____ @ _____

1st Mail-Partner: _____ E-Mail: _____ @ _____

2nd Mail-Partner: _____ E-Mail: _____ @ _____

3rd Mail-Partner: _____ E-Mail: _____ @ _____

Please list your email contacts on the back page.

E-Mail Contacts @ a Foreign Country

- Tips and Ideas for a Successful Electronic Mail Contact -

1) General Rules:

Please keep in mind that your partner does not know anything about you, your lifestyle and your environment. Therefore ...

- Start and finish each letter with a **personal sequence**. Report on events of recent and coming days, how you are, the weather etc. Don't forget to **answer your partner's questions** or to **ask questions** yourself.
- Then report on **one or two topics**, possibly agreed with your teacher and the rest of the group. **Ask questions** if you are interested in finding out how the same thing works in the other country.
- Use plenty of **paragraphs to structure your letter** clearly.
- **Be polite and do not offend your partner**. Only use capital letters in case you want to SHOUT.

2) Possible Topics

- **You and your family:**
name(s), age, birthday, looks, haircolour & -style, nationality, skin colour, favourite colour, star sign, brothers & sisters, parents, grandparents, jobs, ...
- **Pets**
your pets, your favourite animals, animals you don't like, ...
- **Accommodation**
your house/flat, your room (size, furniture, view), your garden, the suburb/area, living in your village/town/city, kinds of accommodation in your area / country, rented vs. owned accommodation, dream accommodation, ...
- **Hobbies**
your hobbies (except sport!), what it is exactly, with who you do it, ...
- **Money**
your pocket money and what you do with it, how much pocket money at what age, is it enough?; odd jobs, what you earn in your country (examples from different occupations), ...

- **Where you live**

name, county/state, size and inhabitants, age, history, geography (rivers, hills, mountains etc.), industry, sights, memorials, famous people, culture (theatre, museums, universities, concert halls etc.), ...

- **School**

what age you start school, system (primary, secondary, sixth form, vocational school etc.), exams, school reports, daily school time, timetable, the school year, teachers, subjects, favourite subjects, homework, your school (name, age, building, number of students and teachers), your class (number of students, friends, boy-girl ratio etc.), student-teacher relationship, school trips, special days and festivities, ...

- **Spare time & Friends**

how much spare time you have, what you do, with who you spend your time, ...

- **Sport**

what you do yourself, which sports you watch on TV or live, clubs, ...

- **Media (TV, Cinema, Radio, Newspapers, Books)**

what you - don't - like to watch, films and series from the partner country, TV system (which stations, foreign stations, cable or satellite system etc.), radio stations and -programmes you listen to, newspapers and magazines you read, books you read (authors, topics etc.), ...

- **Food and Drink**

what you - don't - like to eat, what you like cooking yourself (description or recipe!), where you go shopping, restaurants - from the partner country - in your area, ...

- **Music**

which instrument and what music you play yourself, what you - don't - like listening to (kind of music, groups etc.), concerts you have visited, current top-ten, ...

- **Your Rights and Duties**

becoming an adult, attending school, alcohol, smoking, driving a car, voting in elections, ID-card, ...

- **Politics**

who governs, parliament, who governs locally, mayor, elections, parties, your interest / involvement in politics, ...

- **Weather**

weather where you live, average temperatures for the seasons, rain, snow, ...

- **Moving about**

how you get to school, how your parents get to work, length of way to school or work (time or km), public transport, your parents' car (size, make, age etc.), ...

- **Festivities (when they happen)**

what you celebrate, how you celebrate, where and with who, ...

- **Holidays**

where you go, with who you go, what you do on holiday, your dream holiday, ...

- **Careers**

what you want to do in life, job experiences, conditions for your job idea (exams, university etc.), what you want to earn, job perspectives where you live, unemployment, ...

Happy mailing!

Starting and finishing (e-mail) letters:

a) Starting the letter:

- Thank you for your letter. It was interesting / great (.) to read about Can you tell me more about ... ?
- How are you? I'm fine. / # I was ill last week. / # I've got a cold. / # I'm better now.
- The weather here is fine / better now / warm at last / wet / rainy / cold / awful. We had some / a little / a lot of rain / snow. What's the weather like in ... ?
- Yesterday / Last week / On ... I / we / went to It was interesting / fascinating / wonderful / boring.
- Yesterday / Last week / On ... I watched an interesting film on TV. It was about
- Yesterday / Last week / On ... I watched / played in / a ... match. ... won / lost ... -
- Yesterday / Last week / On ... we wrote a test in It was easy / difficult / awful. / I got a ... in it.

b) Finishing the letter:

- I think that's all for today. / I don't know what else to write. / These are the latest news from ...
- What are you doing next week? We are writing a ... test on / I am going to ... on ...
- I will tell you about ... in my next letter.
- I look forward to your next letter. / Please write soon! /
- Bye for now! / Read you! / Best wishes / Cheerio! / Yours ... / Your e-mail friend ... /

Anfang und Schluss von (E-Mail) Briefen:

a) Briefanfang:

- Vielen Dank für deinen / euren Brief. Es war sehr interessant / toll / etwas über ... zu erfahren. Kannst du mehr berichten über ... ? Was ist ... ?
- Wie geht es dir/euch? Mir / uns geht es (nicht so) gut. # Ich war letzte Woche krank. # Ich bin erkältet. # Jetzt geht es mir wieder besser.
- Das Wetter hier ist prima / jetzt wieder besser / endlich warm / nass / regnerisch / kalt / schrecklich. Wir hatten hier etwas / wenig / viel Regen / Schnee. Wie ist das Wetter bei euch?
- Gestern / letzte Woche / am ...tag war ich in ... / bei Es war toll / (sehr) interessant / langweilig.
- Gestern / letzte Woche / am ...tag gab es einen interessanten Film im Fernsehen / Kino. Er handelte von ...
- Gestern / letzte Woche / am ...tag habe ich ein ...spiel angesehen / gespielt. ... hat gewonnen. ... hat ... zu ... verloren.
- Gestern / letzte Woche / am ...tag haben wir eine Arbeit in ... geschrieben. Es war leicht / schwierig / schrecklich. Ich habe eine ... bekommen.

b) Briefschluss:

- Ich glaube, das war's für heute. / Ich weiß nicht mehr, was ich noch schreiben soll. / Dies sind die neusten Nachrichten aus
- Was machst du nächste Woche? Wir schreiben am ... eine Arbeit in
- In meinem nächsten Brief erzähle ich dir/euch (mehr) von ...
- Ich freue mich auf deinen / euren nächsten Brief. / Bitte schreib bald!
- Tschüss! / Bis bald! / Beste Grüße von ... / Dein ... / Dein E-Mail Freund ...

Emotions in E-Mail can be shown with Smileys:

: -)	= smile	: -D	= laugh
: -(= sad	: -X	= I'm silent
: -)	= twinkle	: -P	= blah [slip of the tongue]
: -	= so-so / indifferent	(: -*	= kiss
: -	= angry	% -)	= puzzled
: '-(= crying	: -o	= oh! (surprise, shock)
0: -)	= angel	>: ->	= devil
: ->	= sarcastic smile	> ; ->	= devilish twinkle
: -@	= I shout	: ' -)	= so happy that I cry
: -Q	= smoker	: -	= have a cold
-	= fallen asleep	: *)	= am drunk / have a hick-up
: -/	= sceptical	* <: -)	= Father Christmas

