

'I'm so fed up!'

1 Which English word can be used in all of these sentences? What is the difference in meaning?

- a) 'I'm I didn't mean to step on your toe.
- b) Did you hear the news about Jack? 'I'm really for him.
- c) 'I'm that you are leaving.
- d)? What did you say?
- e) to bother you, but have you got the time?

2 Match the phrases to the language functions. Which of the phrases are more formal?

- 1 Thanks, that would be great.
- 2 Sorry for the delay in replying.
- 3 'I'd love to.
- 4 Unfortunately, I am unable to attend. Please accept my apologies.
- 5 'I'm really sorry to hear about what happened.
- 6 Thank you for your email of 7th September.
- 7 'I'm afraid 'I'm away that day.
- 8 I would be delighted to attend.

- a) apologising
- b) expressing sympathy
- c) giving thanks
- d) accepting an invitation
- e) rejecting an invitation

3 Look at these extracts from emails. Which of the phrases in exercise 2 could you use in reply?

- a) We've had some bad news. Sophie is currently in hospital.
- b) I would be very pleased if you could come to a buffet dinner in aid of charity.
- c) 'I'm writing to ask if you could come to a meeting here on 20 March.
- d) Would you like to come round next Friday?

4 Read the exam task. Underline the parts of the email that need replying to.


EXAM TASK

You have received this email from your English-speaking friend, Sophie.

From: Sophie
Subject: Fed up!

As you know, I usually go running every day, but I had an accident last week. I had a bad fall and I can't walk very well. I'm getting about OK, but the doctor has said that I can't do any sport for three months. I'm so fed up!

I'll be in your area next week. Have you got any suggestions of things I could do? Why don't you come too?



Write your email.

Look out for any news in the exam task that needs a response. Use appropriate language to reply.

Exam tip!