

Writing Task An E-mail

- Lee el siguiente correo electrónico y responde estas preguntas.
 - ¿Cuál es el propósito del correo?
 - ¿Es este correo formal o informal?

The image shows a screenshot of an email composition window titled "New Message". The window contains the following fields and text:

- To:** m.rodriguez@colegiopumasandinos.cl (labeled as "receptor" and "Recipient")
- From:** camiacuña@mail.com (labeled as "remittente" and "Sender")
- Subject:** Request (labeled as "asunto" and "Subject")
- Greeting:** Dear Mr. Rodríguez, (labeled as "saludo" and "Greeting")
- Content:** My name is Camila Acuña from the 8th grade and I'm writing to you because we have a request. We need a smart TV for our classroom. It would be very useful for our English class. A smart TV is a technological tool where we can watch videos in English, surf on the Internet, etc. (labeled as "contenido" and "Content")
- Concluding line:** I am looking forward for your reply. (labeled as "línea final" and "Concluding line")
- Despedida:** Thank you in advance. (labeled as "despedida")
- Complimentary close:** Best regards (labeled as "Complimentary close")
- Name:** Camila Acuña, 8th grade student, Colegio Pumas Andinos (labeled as "nombre" and "Name")
- Send button:** A blue button labeled "Send" is at the bottom.

- Lee el correo electrónico nuevamente y revisa las partes que lo componen.
- Elige uno de los siguientes temas y en tu cuaderno escribe un correo electrónico dirigido al director de tu establecimiento solicitando algo para tu curso o para el liceo completo. Recuerda seguir el formato del correo electrónico anterior.

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