Unit 3 Extension

1 Read the email. Decide if the sentences are true (T) or false (F).

1 Simon wants to change the plans for a trip.  
2 The earlier plan was to leave on Saturday morning.  
3 Carla has to take Simon to the station.  
4 Travelling by car will be more stressful than the train.  
5 Late morning would be a good time to travel by train on Saturday.  
6 Simon asks Josh to choose one of the suggestions.

Hi Josh,

How are you? I’m writing to tell you that we’re going to have to change the travel arrangements for our trip next weekend.

As you know, the plan was to get the train to Brighton on Friday evening. Unfortunately, I have to pick Carla up from the station at 8 p.m. Sorry!

So, I’ve got two suggestions to make. First, we could go in my car on Saturday morning. It won’t be as relaxing as taking the train, but it will be faster.

Otherwise, we could get up really early on Saturday and take the first train to Brighton. We won’t miss too much of our day that way.

Let me know which idea you prefer and I’ll arrange it.

All the best,

Simon

2 Choose the correct option (a, b or c) to show the main idea of each paragraph.

Paragraph 1
a make a suggestion for a trip  
b inform someone about a change in travel plans  
c ask about the other person’s travel arrangements

Paragraph 2
a give a reason for having to change plans  
b suggest a new arrangement  
c ask for suggestions for a new plan

Paragraph 3
a insist on your suggestion being accepted  
b talk about activities to do on the trip  
c give an alternative travel plan

Paragraph 4
a make your second suggestion  
b complain about the travel problems  
c cancel the travel arrangement
Read the writing task and answer the questions.

John started writing this text message to his friend Tricia about their weekend travel plans. Then he decided to send her an email instead. Read the text message and use the information to write John’s email to Tricia.

Can’t leave by bus on Fri.
Have to take Ben to doctor’s. Sorry! 2 suggestions -
1: Get train on Sat morning. More expensive than bus but faster.
2: Go on my motorbike. Not as comfortable as train but fast and cheap!

1 What kind of language would be suitable for the email? Choose a, b or c.
   a formal and polite   b angry and critical   c friendly and chatty

2 What should you ask Tricia to do in the closing paragraph?

4 Write the task presented in Exercise 3.