



Worksheet number (6 ) / An informal email

Name :

Subject:

Writing

Class:

5<sup>th</sup> Grade ( A+B)

Date:

...../9/2025

- **Learning objective** :- Students should be able to learn how to write an informal email.

**An informal email**:- is the kind of email you might send to a friend or family Member.

---

Hi Ali ,

I hope you're doing well! I wanted to tell you all about my country, Jordan. It's such an amazing place with a mix of history, nature, and great people.

One of the coolest things about Jordan is Petra, an ancient city carved into rocks over 2,000 years ago! It's one of the Seven Wonders of the World. We also have the Dead Sea, which is the lowest point on Earth, and the water is so salty that you can float without even trying!

The people here are super friendly, and we love food! You have to try mansaf someday, it's our traditional dish made with lamb, rice, and a delicious yogurt sauce.

I'd love to hear more about your country, too! Maybe one day you can visit Jordan, and I can show you around.

**Take care**

Your friend,  
Sameer

- The parts of the informal email:-



### 1- Greeting:-

- Begin by mention the name of the person .
- Example: Hi Sarah, or Hello Sara .

### 2- Body:-

- This is the main part of the email where you write your message. It can include:
  - Asking how the person is doing.
  - Sharing news or ideas.
  - Asking questions or making plans.
- Example: I hope you're doing well. I wanted to tell you about a new place I found!

### 3- Closing:

- This is where you say goodbye. It's usually friendly .
- Example: Talk to you soon! or See you later!

### 4- Signature:

- End by writing your name so the person knows who the email is from.
- Example: Your friend, Sam or Best wishes, Emily

**English Department**

**Teacher:-**

**Saly AlShaheen**

