

## Functional Skills English | Entry 1 Note Templated/Structured Writing Frame Version 2

You want to go shopping.

**Write a note** to ask your friend to come with you.

Write in sentences to tell your friend:

- what day and time you want to meet
- **two** shops you want to go to
- **two** things you want to buy.

Use **capital letters** and **full stops** where you need to.

Opening greeting /salutation

Introduction

- What time and day do you want to meet?

- What two shops do you want to go to?
- What two things do you want to buy?

Closing salutation