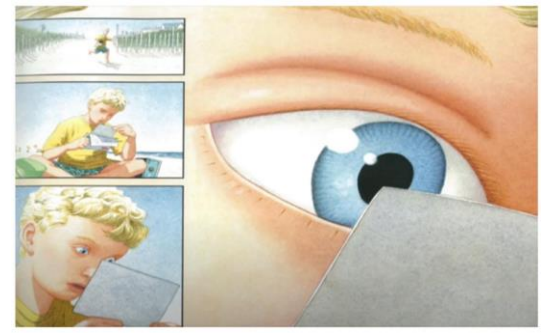


WALT:- Writing to Inform – Informal Letter writing.

TASK – Today we are going to learn how to write an informal letter. Letters are very important ways to communicate – either electronically or in real life - with others and an informal letter is a way of writing to a friend or someone you are familiar with for social purposes.

Inspired by the Flotsam story, I want you to imagine sending a message out into the sea for someone else to find – maybe on beach far away! We call this a message in a bottle. Over the years many, many messages in bottles have been discovered by unsuspecting beach visitors, washed up by the tide – sometimes from many miles away and from many years ago! Often the messages can still be read due to the seal on the bottle protecting the message and people have written back to the original sender!



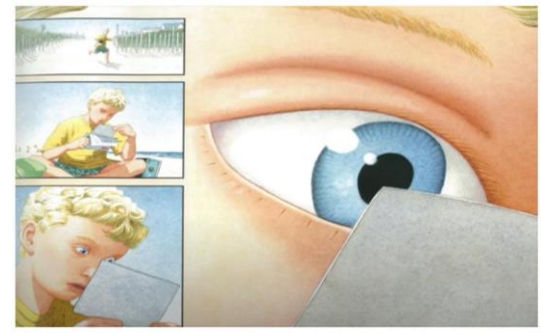
WALT:- Writing to Inform – Informal Letter writing.

TASK –

Your task will be to write a letter that you would put in an imaginary bottle (*not for real as we don't want to pollute our poor oceans!*). What would you say? What would you tell other about your self? Even though you don't know who will find it, I want you to write the letter as if writing to a friend – in an informal style.

Informal letters use a chatty style and include abbreviations, colloquialisms and slang. You might also use lots of brackets to add extra information.

Look at the WAGOLL and identify all the features of informal letters that you can to fill your writer's tool box.



Writing an Informal Letter:-

- Sender's Address in top right corner
- Date underneath address
- Appropriate, familiar greeting
- Friendly, chatty introduction
- Paragraphs in themes of subject area
- First person
- Speak directly to the reader
- Conclusion – often ending with a question or suggestion to write back or meet up.
- Friendly, informal chatty tone throughout letter.

Examples of informality to use throughout your writing:

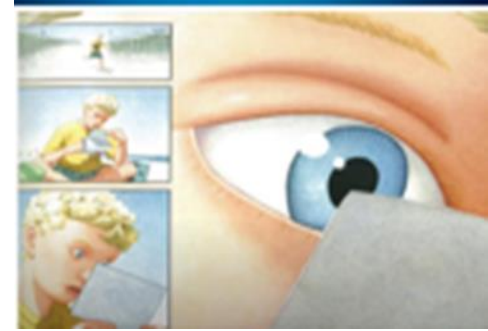
- Rhetorical questions directly addressing the reader
- Purposeful misuse of standard English – e.g. we was playing...it were like we were old friends... ain't
- Using apostrophes for colloquial contractions – e.g. 'im... playin'... 'ave...
- and normal contractions – e.g. aren't... how's
- Conversational style and language – having the time of our lives... blind as a bat... it's been ages since I saw you
- Slang –
- Use of personal pronouns throughout – I, you, we
- Question tags -right?! ..., don't you?!
- Use of exclamation marks –
- Use of parenthesis for personal commentary – (like my hopes) (I saved it for later)



West Wittering Beach,
Chichester,
West Sussex.

PO20 8HQ

29.6.20



Dear New Friend,

Hi, how's things? If you're reading this then you've probably been the lucky finder of my message in a bottle and your head may well be filled with a thousand questions right now. Well, it's your lucky day because this letter is designed to answer them all! (or as many as I can think of anyway!).

I can only imagine the circumstance in which you have come across my message in a bottle, but I'm kind of guessing that they will be fairly similar to the ones in which I last saw this message- a sandy, windswept walk along a beach? Waves gently rolling by your feet and then ... what is that? Could it be..? Yes -a message in a bottle washed up just for you!

Well now it's time for you to learn something about its sender and what, in fact, this message is all about! As I write this letter I am 11 years old and I live in West Wittering in West Sussex. I am your average 11 year old boy – obsessed with football, PlayStation, Cheese Dorritos (do you have those where you live? - seriously yum!), Star Wars movies, drawing and riding my bike with my best friend, Jake.

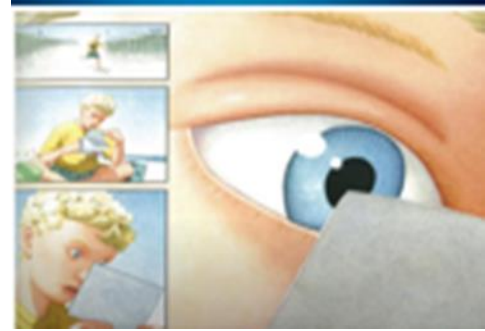
More details from my life's story include -my two annoying sisters (both younger and both designed with one purpose in life – to drive me insane!) and my pet dog Max – whom I love more than life!

I have decided to write this message, in the hope that one day, on an exotic sunny beach on the other side of the world, someone just like you might find it and write back to me about your life/interests/favourite football team (surely everyone has one of those?).

So how about it? Could you write back to me and let me know where this bottle has ended up and a bit about you and your life? It would seriously brighten my day! Until then, I will await this little bottle's epic journey and hope that you – its chosen finder – will make my dream come true and write back!

Thanks loads – can't wait to hear from you!

Tom Smith (Aged 11 $\frac{3}{4}$ at time of throwing into sea!)



Exclamations or jokes!

Rhetorical questions

Colloquialisms

Requests or suggestions



Personal pronouns

Sentence starters you like

Likes and dislikes

Parenthesis – brackets

B-101 Regency
Estate
Panvel
New Bombay
28 October

Dear Alice,

I hope this letter finds you in the best of spirits. Sorry, I have not been writing as regularly as I should.

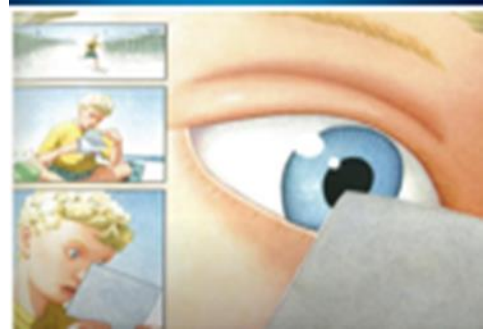
The fact is that I have just moved to Sydney to do a short term course in fashion designing. It will take about six months. I was wondering if you would also like to do this course with me. After all, you have always been one of the most fashionable among my friends. Wouldn't it be great if you could turn that passion into a rewarding career?

As you know fashion has become an integral part of our lives and as such there is a huge demand for fashion designers. Because it is a highly competitive field, you won't be able to get a foothold in the industry if you are not armed with a professional qualification. Although this is a short term course it is recognized by the major agencies in the fashion industry. The institution that offers this course also provides 100% placement guarantee. That means you won't have to worry about finding a job after doing this course. Let me know if you are interested.

Hope to hear from you soon.

Kind regards

Mary



1

Hillcrest Secondary School,
Po Box, 60453,
LIVINGSTONE

7th February 2004

2

Dear Mimi,

How are you my dear sister? I hope you are fine. Don't worry about me; I am very fine. I am now a very strong young man you know. How are those wonderful brothers of mine? Pass them my greetings.

I received your letter. Thanks a million for writing. The brothers and sisters in my congregation are fine. I am only sorry to hear that Br. Banda is still sick. I hope he will recover soon.

My journey back here was fine, though it was quite a long one. I wanted to travel by CR bus but guess what; all the wretched buses were full! So I had no choice but to travel by a small Rosa bus. The journey took seven hours. By the time we reached, my legs were tired and my bottom was severely sore, ugh! Next time, I promise, I'm not gonna use one of 'em tiny buses!

I am glad you have a new literature teacher. Work very hard Miriam. I know you can do it. Follow that plan I gave you and put your heart to it. You will be successful. I am glad you are a librarian. Did I tell you that I am librarian too, eh?

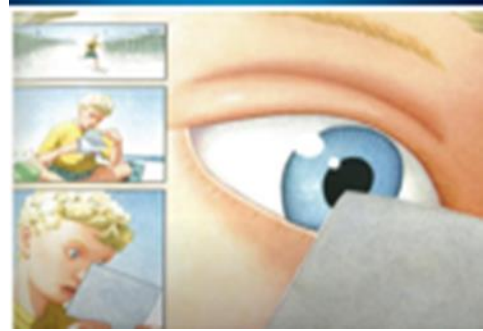
Finally Miriam, I would like to wish you all the best in your studies and all your endeavours. Don't forget God. I love you and miss you; can't wait to see you again...

Take care,
Michael

P.S please reply

4

5



Jenny Gamble
15 Hall Road,
Anytown
CO2 6SY
23rd October, 2007

Dear Mary,

How are you? I'm very well. I didn't write earlier because I was very busy.

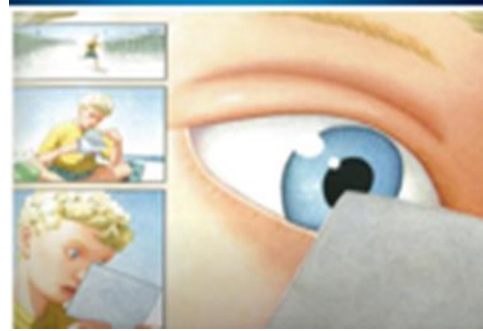
I like my new home. It is a lovely house. I have a big bedroom looking over the garden. I helped Mummy paint the bedroom walls yesterday. We chose a pretty yellow colour.

A boy called Mark lives next door. He is the same class as me at school. Mark is very good at sports and English. He likes animals just like we do, but even more. He says he is going to be a vet when he grows up.

I am still thinking about being a writer. Do you want me to send you the story I am writing when it is finished? It is all about animals having adventures.

Write back soon. I am really looking forward to hearing all your news.

Love,
Jenny.



Message in a Bottle Found after 50 Years!

What is a message in a bottle?

- A message in a bottle is a note or letter which has been sealed in a waterproof bottle.
- They have usually been dropped into the sea although many break apart and aren't found again.

A nine-year-old boy has found a message in a bottle 50 years after it was dropped over the side of a ship! He's also managed to track down the person who dropped it way back in 1969.

Jyah Elliott was fishing with his dad on Talia Beach in South Australia when they came across a rather unusual find.

Hidden in the dunes was a rather old-looking glass bottle with some paper in it. When they broke it open, they found there was a written message inside!

They saw that it came from a 13-year-old boy called Paul Gilmore. He was travelling on an ocean liner with his family from Britain to live in Australia.

The message describes his journey and the ship he sailed on. The date at the top of the letter read 17th November 1969. That's 50 years ago!

The letter said that he was 1000 miles away from Fremantle in Western Australia when he sent the letter.

It also told whoever found the letter to reply and even gave an address so they could send him a letter.

When Jyah found the letter, he was very excited. His family shared a picture of the bottle and managed to find the letter's author. Paul Gilmore is now 63 years old.

According to his family, Paul doesn't know that his letter's been found as he's on holiday on a cruise ship.



Photo: A washed-up message in a bottle.

"He'll be chuffed to bits," Paul's sister said.

This letter isn't the oldest message in a bottle! Last year, a woman in Western Australia found a bottle with a letter which was 132 years old!

People have been sending messages in bottles through the sea for thousands of years. The ancient Greeks used them to explore how water flowed into the Mediterranean Sea.

However, as plastic pollution has become a real problem for our oceans, many think it's time to stop this practice or switch to biodegradable alternatives.

Glossary

dunes	A mound of sand formed by the wind, often by the sea.
ocean liner	A large ship used to take people on long journeys.
pollution	The presence of harmful things in an environment, such as plastic.
biodegradable	Able to easily be broken down by bacteria.

