

Escrita

Parágrafos claros, e-mails pessoais e formais e textos de opinião.

O que tem neste módulo

TEMA H6.1

O parágrafo

Escrever parágrafos claros, com frases curtas.

TEMA H6.2

E-mails pessoais e formais

Escrever e-mails no tom certo.

TEMA H6.3

Texto de opinião

Defender uma ideia em 4 parágrafos.

Como estudar

1 · Leia o mapa

Comece pelo centro e siga os ramos na ordem dos números.

2 · Leia em voz alta

Fale todos os exemplos. Falar ajuda muito a memorizar.

3 · Faça as atividades

Faça sem olhar o mapa e consulte só quando travar.

4 · Corrija e revise

Use o gabarito no final. Refaça o que errou 2 dias depois.

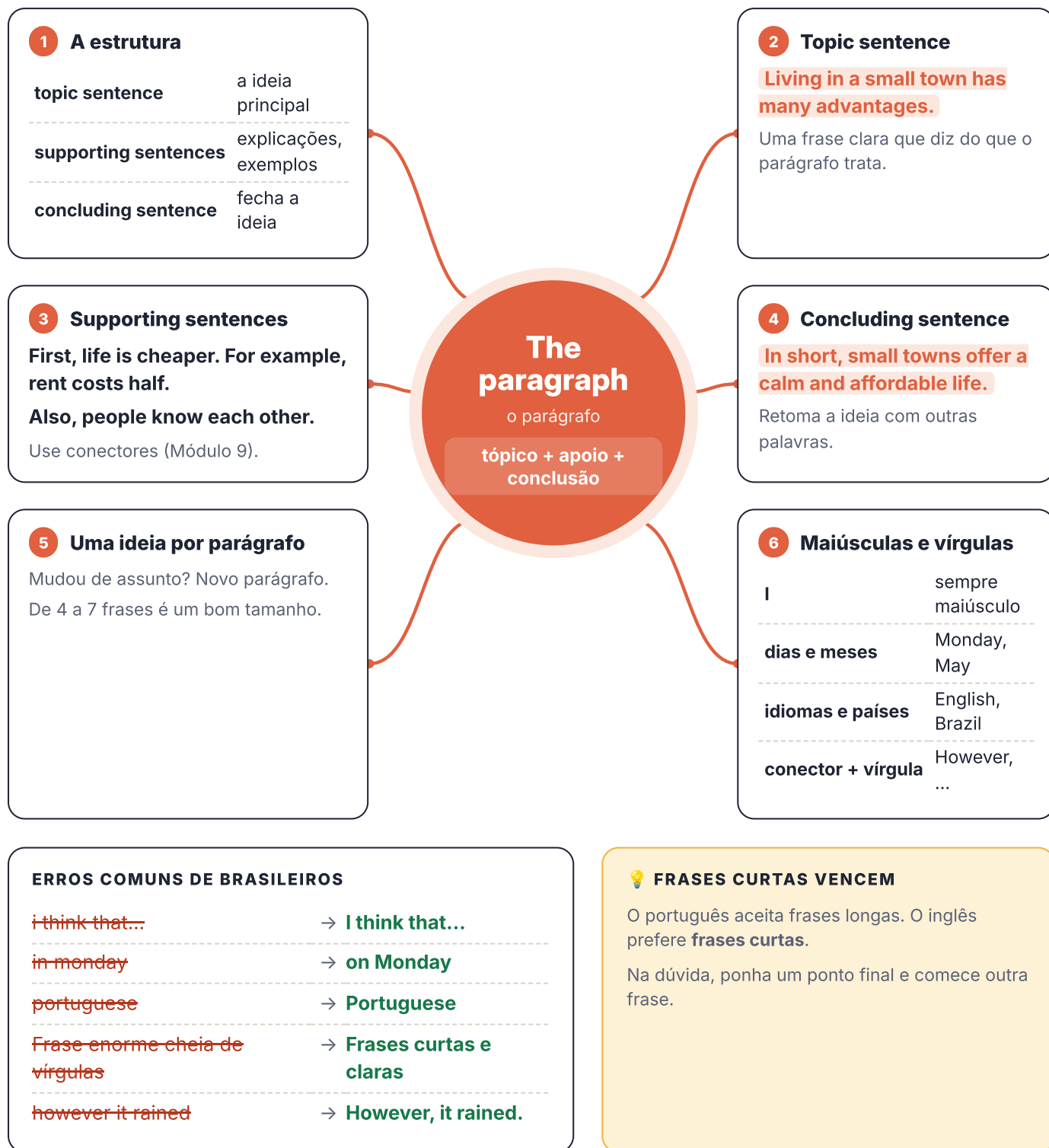
Plano sugerido · 15 a 20 min por dia

DIA	O QUE FAZER
☐ Dia 1	Tema H6.1: estudar o mapa em voz alta + atividades A a C
☐ Dia 2	Tema H6.1: atividades D a E, depois corrigir pelo gabarito
☐ Dia 3	Tema H6.2: estudar o mapa em voz alta + atividades A a C
☐ Dia 4	Tema H6.2: atividades D a E, depois corrigir pelo gabarito
☐ Dia 5	Tema H6.3: estudar o mapa em voz alta + atividades A a C
☐ Dia 6	Tema H6.3: atividades D a E, depois corrigir pelo gabarito
☐ Dia 7	Revisão do módulo + refazer o que errou

O parágrafo

Tópico, apoio e conclusão

B1-B2



Pratique o parágrafo

Faça sem olhar o mapa. O gabarito está no final.

B1-B2

A Identifique as partes

Learning English has changed my life. First, I can watch movies without subtitles. Also, I made friends from other countries online. For example, I talk to a guy from Canada every week. In short, English opened many doors for me.

1. Topic sentence:

.....

2. Duas supporting sentences:

.....

3. Concluding sentence:

.....

B Corrija maiúsculas e vírgulas

1. i live in brazil and i speak portuguese.

.....

2. however it was raining.

.....

3. my birthday is in july, on a monday.

.....

4. she speaks english and spanish.

.....

C Escreva a topic sentence

Uma frase de abertura para cada tema.

1. Benefícios de praticar esportes

.....

2. A sua cidade

.....

3. Morar sozinho

.....

Pratique o parágrafo

Continuação

B1-B2

D Divida a frase longa

Reescreva em 3 ou 4 frases curtas.

1. I went to the market because I needed rice and when I got there it was closed so I went to another one that was far and I got tired.

.....

E Seu parágrafo

5 frases sobre a sua cidade.

Modelo: My city, Londrina, is a great place to live. First, it's not too big, so traffic is OK. Also, there are many parks. For example, Lago Igapó is perfect for running. In short, it's a calm and green city.

.....

.....

.....

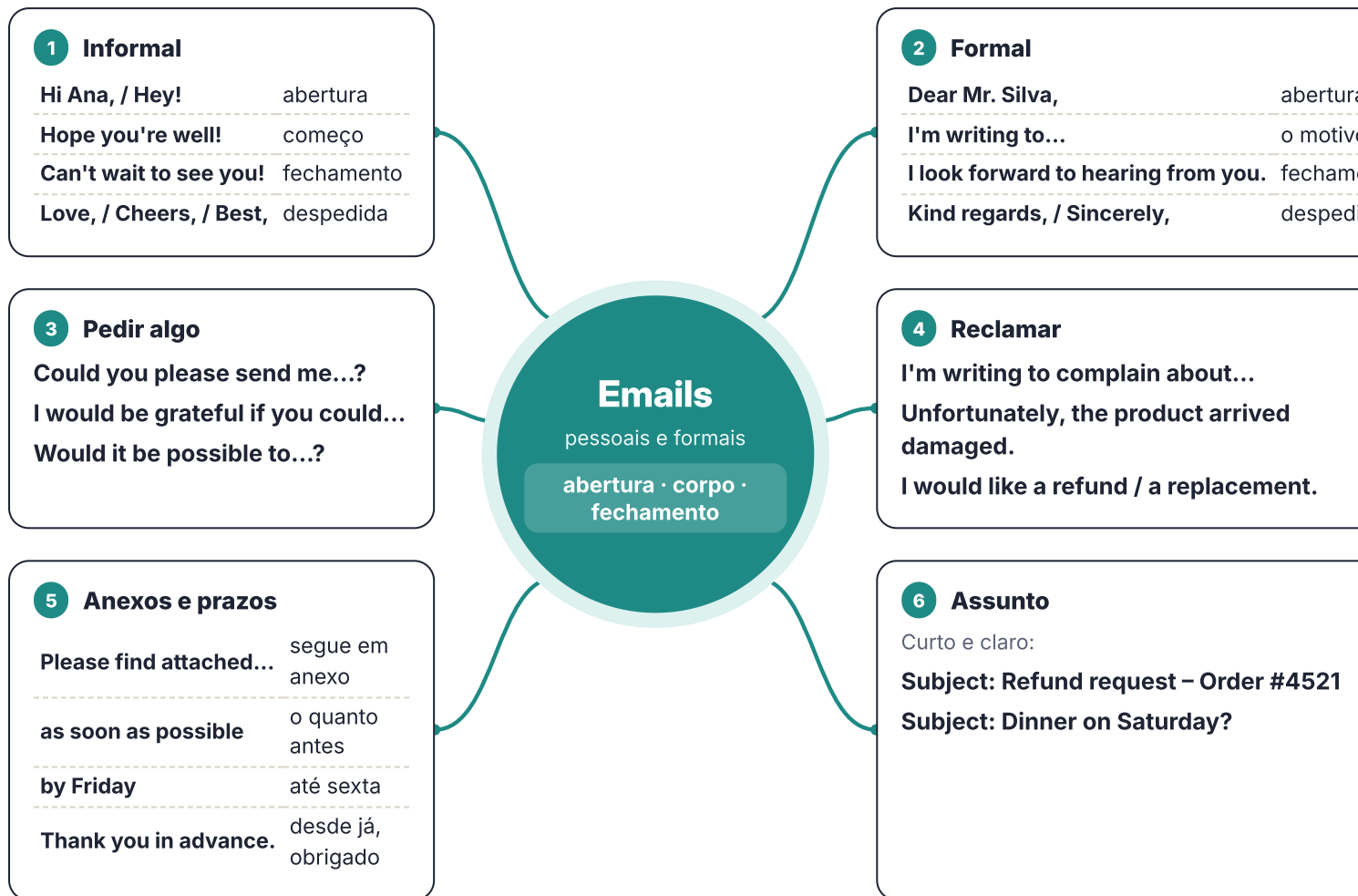
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E-mails pessoais e formais

Abrir, pedir, reclamar e fechar

B1-B2



ERROS COMUNS DE BRASILEIROS

~~Dear Ana, (amiga próxima)~~ → **Hi Ana,**

~~Kisses, (e-mail formal)~~ → **Kind regards,**

~~I'm writing for complain.~~ → **I'm writing to complain.**

~~Follow attached.~~ → **Please find attached.**

~~I wait your answer.~~ → **I look forward to hearing from you.**

💡 FORMAL x INFORMAL

I want...	I would like...
Can you...?	Could you please...?
Thanks!	Thank you for your help.
ASAP	as soon as possible

No formal, evite contrações e gírias.

Pratique e-mails

Faça sem olhar o mapa. O gabarito está no final.

B1-B2

A Formal ou informal?

1. Hey! What's up? _____

2. Dear Sir or Madam, _____

3. Kind regards, _____

4. Cheers, _____

5. I look forward to hearing from you. _____

6. Can't wait! _____

a) formal

b) informal

B Deixe mais formal

1. I want a refund.

3. Thanks!

2. Can you send me the file?

4. Answer me ASAP.

C Traduza (formal)

1. Segue em anexo o documento.

3. Aguardo seu retorno.

2. Desde já agradeço.

4. Escrevo para reclamar de...

Pratique e-mails

Continuação

B1-B2

D Complete o e-mail formal

1. _____ Sir or Madam, I'm writing _____ complain about my order #4521. _____, the blender arrived damaged. I would be _____ if you could send a replacement. Please find _____ a photo of the product. I look forward to _____ from you. Kind _____, Ana Costa

E E-mail informal

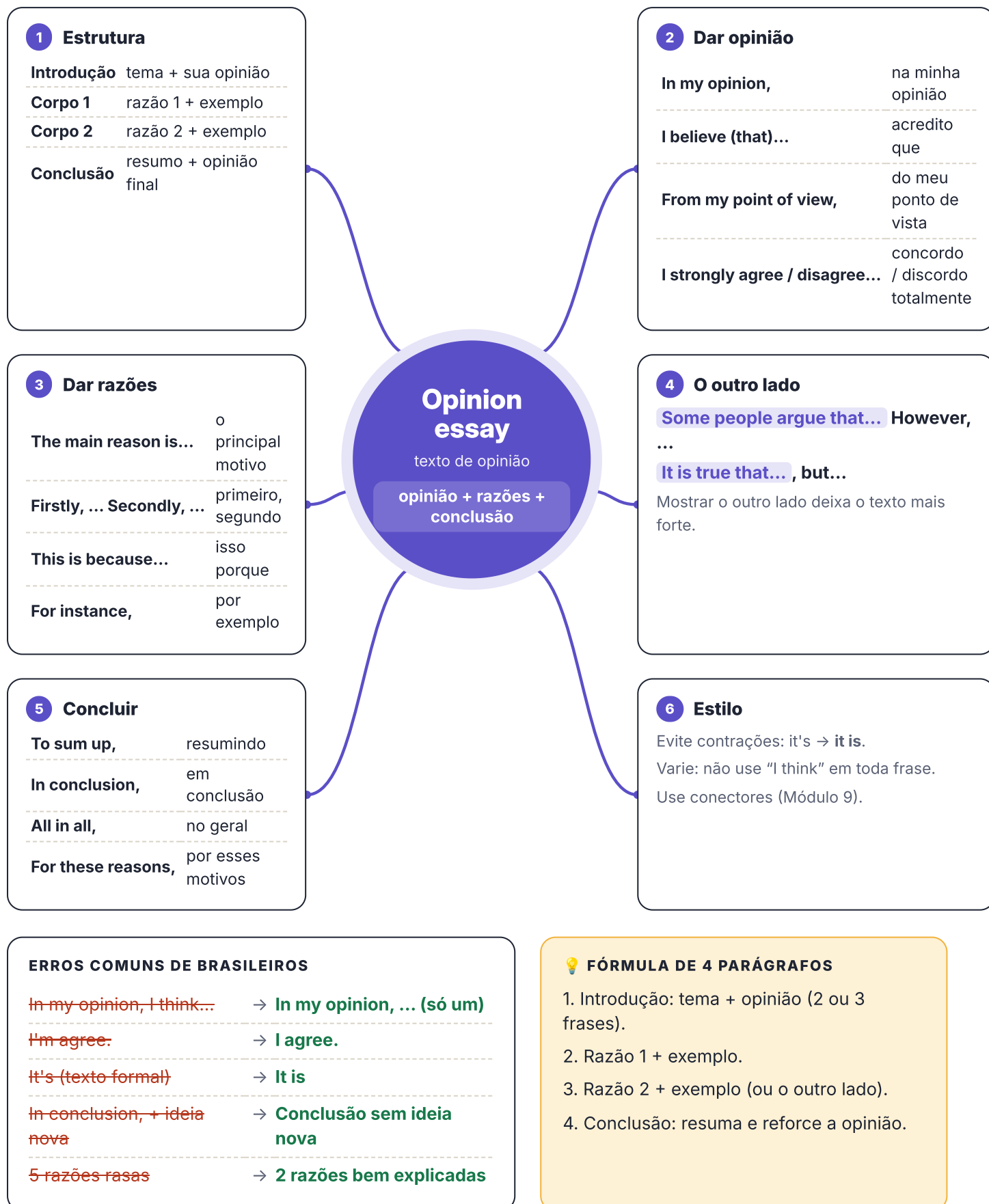
Convide um amigo para um churrasco no sábado.

Modelo: Hi Leo! How are you? I'm having a barbecue on Saturday at 1 pm. Can you come? Bring your girlfriend! Let me know. Cheers, Rafa

Texto de opinião

Opinião, razões e conclusão

B1-B2



Pratique o texto de opinião

Faça sem olhar o mapa. O gabarito está no final.

B1-B2

A Ligue à função

1. In my opinion, _____

2. For instance, _____

3. However, _____

4. To sum up, _____

5. The main reason is _____

a) dar uma razão

b) concluir

c) dar opinião

d) contrastar

e) dar exemplo

B Corrija o erro

1. I'm agree with you.

2. In my opinion, I think it's good.

3. In conclusion, also we should build parks. (ideia nova)

4. It's important to study. (formal)

C Organize o texto

Coloque os trechos na ordem certa.

(a) To sum up, working from home saves time and money, so I believe it is the future.

(b) Firstly, people do not waste hours in traffic.

(c) In my opinion, working from home is better than working in an office.

(d) Secondly, companies spend less on rent and electricity.

1. Ordem:

Pratique o texto de opinião

Continuação

B1-B2

D Dê uma razão e um exemplo

Use This is because... For instance, ...

1. Learning English is important.

2. Children should play sports.

3. Cities need more parks.

4. Social media can be dangerous.

E Seu texto de opinião

"Is it better to live in a big city or a small town?"

Modelo: In my opinion, living in a small town is better. Firstly, life is calmer. For instance, there is no traffic. Secondly, it is cheaper. Some people argue that big cities have more jobs. However, remote work is changing that. To sum up, small towns offer a better quality of life.

Do parágrafo ao texto

Parágrafo, e-mail e opinião juntos

B1-B2

A Complete o e-mail

Escolha o conector ou a expressão.

1. Hi Carla, _____ are you? I'm writing _____ tell you some news: I got into college! _____, I'll have to move to Recife. I'm a bit nervous, _____ also very excited. Can we meet before I go? _____, Júlia

B Reescreva formalmente

1. Hi! I want to cancel my subscription. Answer me ASAP. Thanks!

.....

C Opinião rápida

Um parágrafo: "Should everyone learn a second language?"

Modelo: In my opinion, everyone should learn a second language. Firstly, it opens job opportunities. Secondly, it helps you understand other cultures. To sum up, it is one of the best investments you can make.

.....

.....

.....

.....

Respostas

Corrija com outra cor e refaça os erros daqui a 2 dias.

Tema H6.1 • O parágrafo

A • Identifique as partes

1. Learning English has changed my life.
2. I can watch movies without subtitles.
· I made friends from other countries online.
3. In short, English opened many doors for me.

B • Corrija maiúsculas e vírgulas

1. I live in Brazil and I speak Portuguese.
2. However, it was raining.
3. My birthday is in July, on a Monday.
4. She speaks English and Spanish.

C • Escreva a topic sentence

Resposta pessoal. Ex.: Playing sports is good for body and mind. · My city is small but charming. · Living alone teaches you a lot.

D • Divida a frase longa

1. I went to the market because I needed rice. When I got there, it was closed. So I went to another one. It was far, and I got tired.

E • Seu parágrafo

Resposta pessoal. Confira: topic sentence, 2 ou 3 apoios e conclusão.

Tema H6.2 • E-mails pessoais e formais

A • Formal ou informal?

1. 1 → b
2. 2 → a
3. 3 → a
4. 4 → b
5. 5 → a
6. 6 → b

B • Deixe mais formal

1. I would like a refund.
2. Could you please send me the file?
3. Thank you for your help.
4. I would appreciate a reply as soon as possible.

C • Traduza (formal)

1. Please find the document attached.
2. Thank you in advance.
3. I look forward to hearing from you.
4. I'm writing to complain about...

D • Complete o e-mail formal

Dear · to · Unfortunately · grateful · attached · hearing · regards

E • E-mail informal

Resposta pessoal.

Respostas

Continuação

Tema H6.3 · Texto de opinião

A · Ligue à função

- 1 → c
- 2 → e
- 3 → d
- 4 → b
- 5 → a

B · Corrija o erro

1. I agree with you.
2. In my opinion, it is good.
3. In conclusion, ... (só resuma, sem ideia nova)
4. It is important to study.

C · Organize o texto

1. c → b → d → a

D · Dê uma razão e um exemplo

Resposta pessoal. Ex.: This is because it opens doors. For instance, many jobs require it.

E · Seu texto de opinião

Resposta pessoal. Confira: 4 partes, conectores, sem contrações.

Revisão · Do parágrafo ao texto

A · Complete o e-mail

How · to · So · but · Love (Cheers)

B · Reescreva formalmente

1. Dear Sir or Madam, I am writing to cancel my subscription. I would appreciate a reply as soon as possible. Thank you in advance. Kind regards,

C · Opinião rápida

Resposta pessoal.