

**Module 3: Getting a Job • Lesson 8: Write****Plan & Write: Activity 6**

Imagine that you are Alice and you went to a job interview yesterday. You are planning to send the interviewer a thank-you email. Read about the interview and complete the plan.

**Alice's Job Interview**

Alice went to an interview for a job as a restaurant manager. She told the interviewer about her work experience. She has been an assistant manager at a large restaurant for five years. Before that she worked as a server. She can work quickly, and she knows how to handle stress. She's always helpful and polite.

**The Job I Want****Work Experience**

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**I'm right for the job because:**

- I can

- I know how to

- I am

**Plan & Write: Activity 7**

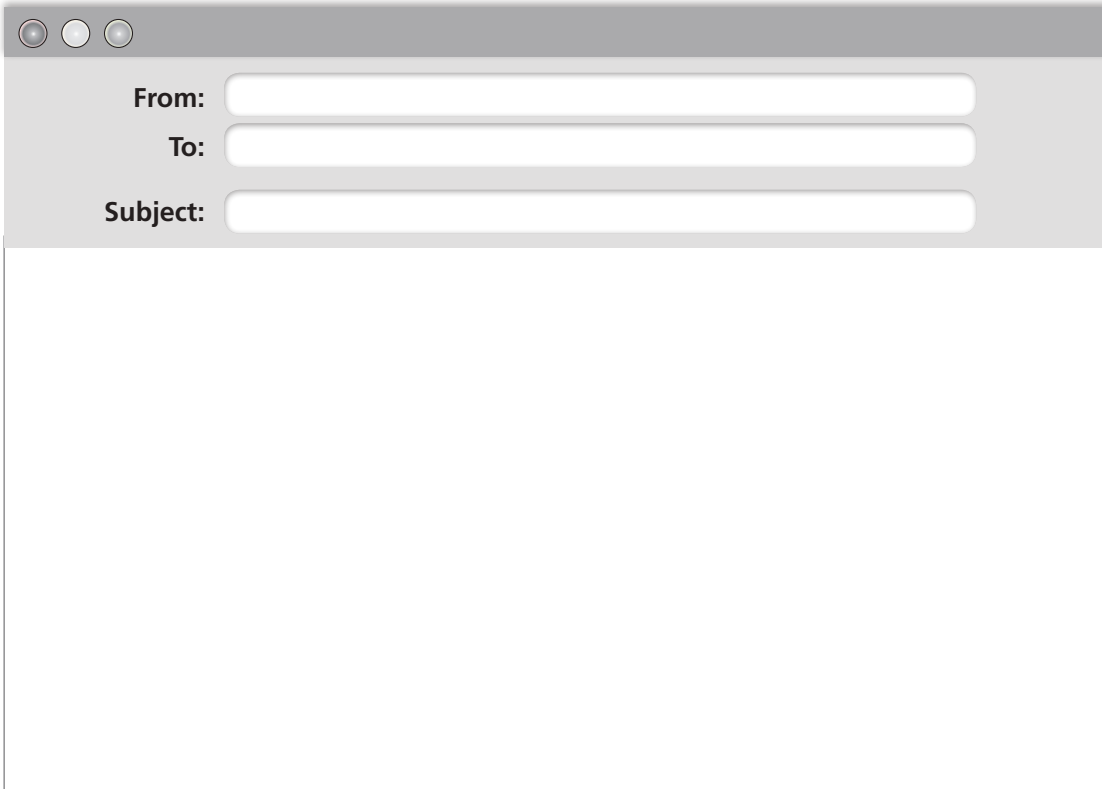
**WRITING ASSIGNMENT**

Write Alice's thank-you email.

Use your plan and the model to help you.

**Remember:**

- Use formal language.
- Thank the interviewer and include the name of the job.
- Write why Alice is right for the job.
- Offer to give more information.



The form is a stylized email composition window. At the top left, there are three small circles representing window control buttons. Below them are three input fields for email headers: 'From:', 'To:', and 'Subject:'. Each label is followed by a white rectangular input box with a thin grey border. The main body of the email is a large, empty white rectangular area below the header fields.