

## Word Bank

appalled	flabbergasted	outraged
astonished	frustrated	repulsed
content	heartbroken	shattered
delighted	infuriated	speechless
devastated	jubilant	thrilled
elated	mellow	uneasy
exasperated	miserable	

## Does your informal letter include...

the date and/or time that the entry was written?	
writing in the first person?	
writing in past tense for main events?	
events written in chronological order?	
personal emotions and feelings?	
paragraphs (including an introduction and conclusion) to organise your writing?	
an informal style of writing?	
time conjunctions and adverbials?	

## Introductions

- **At last, I have been able to...**
- Dear diary...
- **It's been a while since I last wrote in here.**
- I'm not sure where to begin.
- **Today, I received the best news.**
- What a brilliant day it has been!
- **You will never believe what has happened!**

### Adverbials of Frequency

firstly  
frequently  
lastly  
occasionally  
often  
rarely  
sometimes

### Adverbials of Time

after that  
following this  
last week  
meanwhile  
only yesterday  
straight away  
this morning

### Adverbials of Manner

as slow as possible  
as quick as a flash  
cautiously  
stupidly

with hope in my heart  
without hesitation  
without thinking

## Adverbials of Place

along the lane  
around here  
back at school  
beyond the wall

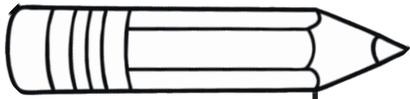
here in this room  
inside the house  
over the street

### Time Conjunctions

after  
as soon as possible  
at precisely  
before  
beforehand  
finally

immediately  
in the beginning  
in the end  
just at that moment  
just then  
later

next  
several months later  
suddenly  
when  
while  
without warning



## Key Features

the date and/or time that the diary was written

first person

past tense

chronological order

personal emotions and feelings

introduction

conclusion

informal style

time conjunctions and adverbials

Monday 4<sup>th</sup> September 1939

Dear diary,

I'm so sorry that I've not written to you for a few days. It's just that so much has happened here. I've barely had the time to digest my meals let alone chitter chatter with you!

Although I miss her dearly, in some ways it feels like years since Mother announced that we were to be evacuated. That ghastly train journey thankfully seems like a distant memory too! Mr and Mrs Farthing have been so kind to George and I and we've loved getting to help on the farm. Honestly though, it's still a shock to look out of the window and see green grass rather than a smog-filled London.

I'm not certain that the Farthing's two boys are terribly pleased to see us. They get up early to milk the cows and, when they return, barely say a word to us. George tried to get them interested in his picture books last night but they just looked at each other and laughed. I did feel sorry for our George and read an extra two books to him at bedtime to make up for it. By the time I had finished, my voice sounded like a frog and there was barely a wick left on the candle!

This morning, I overheard Mr and Mrs Farthing muttering about the war. I know that I shouldn't've been eavesdropping but we've barely had a scrap of news the whole time we've been here. Anyway, it didn't sound great. Initially, I had hoped that we would be back with Mother before the end of September but that might have just been a naive dream. My heart shattered when I thought about the possibility of spending Christmas away from her. Still, I shan't let George know.

I promise to try and write again tomorrow. Mrs Farthing is going to teach me how to make an omelette with the freshly collected eggs. I can't wait!

Eliza

## Key Vocabulary

**adverbial:** An adverbial is a word or phrase that is used as an adverb to give you more information about a verb or clause.

**chronological:** If something is written in chronological order, it means that the events are written in the order that they happened in.

**first person:** Writing from the writer's perspective using the pronouns 'I', 'we', 'me' and 'us'.

**informal:** Informal writing has a relaxed, friendly style. It is suitable for everyday language and conversation and may use slang words.

**past tense:** Writing about something that has already happened.

**time conjunction:** A time conjunction is a single word or phrase that links ideas together and tells the reader when something is happening.