



Subject: Grade 9 English: Home Language
Topic: Writing Formats
Total: 34 Marks

Name: _____
Date: _____

This text refers to question: 1, 2, 3

2 Rose
Parow
Cape Town
7441

→

Dear Sarah

I am so sorry to hear that you are moving to Johannesburg. I know that you love Cape Town and your school so much.

Johannesburg is a wonderful city. The shopping malls are amazing and apparently the trendiest restaurants are found there. It has a reputation of being a very friendly place and so I feel you will make friends very easily.

However, please make sure that you stay safe. The crime statistics are worrying and we often hear about the criminal behaviour there. Just make sure that you are always aware of your surroundings and rather be safe than sorry.

I would love to see you before you leave.

Your friend
Jane

Question 1: Text Input

3 marks

The underlined part of the **informal** letter is called the

Provide only one word as your answer.

Question 2: True/False

2 marks

The address top right of an **informal** letter is the sender's address.

| |
|-------------|
| TRUE |
|-------------|

| |
|--------------|
| FALSE |
|--------------|

Question 3: Multiple Choice

4 marks

Consider the arrow at the top right.

What is missing from the **informal letter**?

- | | |
|----------|-------------|
| A | postal code |
| B | date |
| C | road |
| D | suburb |

This text refers to question: 4, 5, 6

Samantha and Stephanie are discussing the upcoming Ed Sheeran concert.

Samantha: I am so excited! I love Ed Sheeran.

Stephanie: We are so lucky that we managed to buy golden circle tickets.

Samantha: (anxious) We will have to queue all day.

Stephanie: I suggest that we sleep over near to the venue the night before.
(Stephanie starts to research accommodation options on her phone)

Question 4: Please Fill In The Blanks

4 marks

An introduction statement in a **dialogue** must contain the (1) and two (2) .

Possible Answers: salutation | characters | address | topic

| | |
|----------|--|
| 1 | |
|----------|--|

| | |
|----------|--|
| 2 | |
|----------|--|

Question 5: Text Input

3 marks

In a **dialogue**, after every name a ... must be inserted.

Provide one word only as your answer.

Question 6: Text Input

3 marks

The *emotive word* that has been placed into this dialogue is

Provide only one word as your answer.

This text refers to question: 7, 8

2 Rose
Parow
Cape Town
7441
22 May 2018

The Manager ←
Vodacom
Shop 15 Tygervalley Centre
Bellville
7550

Dear ←

Faulty Cellphone

On the 18th of May 2018, I purchased a new cellphone. The Samsung 9 has already given me issues and the battery seems to be broken.

When I try to charge the cellphone, the battery takes 8 hours to move past the 50% mark. It heats up and the phone then often turns itself off. At other times, when the charger is plugged in, the screen simply freezes and does not respond when a button is pressed.

I would like to exchange this faulty cellphone for a new one. I am happy with Samsung and the phone features; I would just like a model which works in the same way that it was advertised. The extra data bundle that was promised has also not been activated yet.

I trust that you will consider this an urgent matter.

Yours faithfully ←



Ms. Francis Neethling

Question 7: Multiple Choice

4 marks

Refer to the **formal letter**.

There is an error in the title at the end of the letter.

It should read:

- | | |
|----------|--------|
| A | Ms |
| B | Mr |
| C | Mrs |
| D | Missus |

Question 8: Please Fill In The Blanks

4 marks

Consider the **formal letter**.

The 1st arrow points to the (1) to whom you are writing. This is the (2) .

Possible Answers: occupation | shop | person | name

| | |
|----------|--|
| 1 | |
|----------|--|

| | |
|----------|--|
| 2 | |
|----------|--|

Question 9: Multiple Choice

4 marks

The tone of a **formal letter** is

- | | |
|----------|------------------|
| A | light-hearted |
| B | serious |
| C | friendly |
| D | all of the above |

This image refers to question: 10



Question 10: Text Input

3 marks

A **discursive** essay must consider ... sides of the argument.

Write down only one number as your answer.

Total: 34 Marks