

Suggested structure to extra writing topic of Unit 10

Greeting	- Dear Jack,
Introduction	<ul style="list-style-type: none"> <li>- Thank you for your letter.</li> <li>- I'm very sorry to hear about your problems.</li> <li>- have been addicted to online games very much</li> <li>- neglect your studies</li> <li>- I hope I can help.</li> </ul>
Body	<ul style="list-style-type: none"> <li>- study in the school library and form a study group</li> <li>- focus on your own studies</li> <li>- no distractions</li> <li>- good atmosphere to help you study hard</li> <li>- ask your friends to remind you not to play online games</li> <li>- play only after studying for a number of hours</li> <li>- count the playing hours to remind yourself</li> </ul>
	<ul style="list-style-type: none"> <li>- Don't give up!</li> <li>- There's a bright future ahead of you.</li> <li>- Give yourself some time. Let's wait and see the difference.</li> </ul>
Closing	- With love,