

Classe: 4e

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My first professional email (suite)

Semaine du 22 juin 2020

PART 4

A) Get ready:

Match the following words.

- | | |
|-------------------------|--------------------------------|
| 1. sauvegarder ● | ● a. mettre en marche/ allumer |
| 2. Switch on/ Turn on ● | ● b. Select |
| 3. taper ● | ● c. Copy |
| 4. copier ● | ● d. Type |
| 5. sélectionner ● | ● e. Save |
| 6. imprimer ● | ● f. Send |
| 7. télécharger ● | ● g. Create |
| 8. envoyer ● | ● h. Insert |
| 9. créer ● | ● i. Download |
| 10. insérer● | ● j. Print |

B) My abilities:

Use the phrases and verbs group to make sentences about your abilities. (*Utilise les expressions du tableau pour parler de ce que tu sais faire. Plusieurs combinaisons sont possibles*)

Verbs	Phrases
I can	● type a text
I'm able to	● copy and paste a text
I know how to	● insert photos in a document
I have the ability to	● save a file
	● send an email
	● copy a CD and a DVD
	● download a text file
	● download an MP3 file
	● send a document
	● create a website
	● create a website page

