

Formal and Informal

Purpose

To turn informal language into formal language.

Preparation

Print and cut out the statements.

Students should have some awareness of the differences between formal and informal.

Group Size

Pairs – students can work individually if preferred.

Task

Give out a statement per pair. Keep handing out statements until they are all used up. Ask each pair to rewrite the statement to make it more formal. Get pairs to swap statements with another group and repeat. (You can do this one more time if you wish to).

Ask each pair to read out one original statement and their more formalised version. Repeat until all statements have been done. Encourage further analysis if statements are not yet formal enough.

Extension Tasks

Write or display these very formal statements for the students and ask them to make them more informal:

I would like to request that you deposit your footwear in a more appropriate manner when you return from your educational establishment.

In the event of a situation in which combustible materials are ablaze it is imperative that you withdraw from the area in which you are located to the exterior of the building and remain there until a designated person informs you that there is no further jeopardy and you may proceed to re-enter the building.

He hadn't got the stuff that he needed for the meeting.

Can you get me a copy of that report?

John ain't got no common sense and he'd be rubbish at that job.

Hope you get back to me quick.

I'm just calling to let you know your things are ready so come and get them.

I got loads of presents off my cousins.

I asked him where he had nicked all the stuff from.

The exam was dead easy.

I am writing to complain about the rubbish service I got at your restaurant.

I chucked the report away by accident.

The waiter were dead rude to me when I gave my order.

There is loads of stuff to do in Birmingham.

We waited ages for our food to come.

He hasn't got no qualifications.

I ain't had a response to my
complaint.

The chairman was really angry in the
meeting.

The group had a fab time at the event.

Hello. What do you want?

Come and grab the documents you need.

That test was bare hard!