

Andiamo in Italia: Prenotazione un Albergo – Inviare un Email.

WC28/10/2013



Student Name: _____

Students are to **book accommodation by email**. They are to correspond with the Direttore from one of the venues listed on <http://olgatto.wordpress.com>. The email must include the information outlined on the drafting page (see attached). Your draft must be included. You will be assessed on the following criteria ...

Level: 6.0 Pathway 2 (Roman Alphabetical)

| Year 10 Italian – Written Task | 1. Very Limited | 2. Limited | 3. Sound | 4. High | 5. Very High |
|---|--|--|--|--|--|
| <i>Development of ideas and use of detail to create the piece of writing.</i> | Shows little evidence of detail in writing. | Shows some detail in the response. | Uses detail to create the mood of the piece. | Uses thorough detail to entertain the reader. | Shows insight in detail and entertains the reader. |
| <i>Understanding of the style/genre of writing.</i> | Shows a lack of understanding of the style of writing. | Makes some reference to the style of writing. | The style is covered with a basic understanding of vocabulary and grammatical conventions. | The response has a good understanding of the style of writing. | The response is perceptive with insights into the style of writing. |
| <i>Structure of response and expression of ideas.</i> | Response has some organisation. | Response is organised but attention to detail in middle of the response is needed. | Response is organised and attempts to entertain the reader. | Response has clear organisation, a developed plot and a thoughtful ending. | Response has a well-developed plot and sophisticated expression of ideas. |
| <i>Use of language, fluency and accuracy of spelling and grammar.</i> | Significant difficulty with expression and problems with spelling and grammar. | Some fluency, awareness of appropriate tone. A few problems with spelling and grammar. | Fluent and appropriate use of language. Accurate level of spelling and grammar. | Fluent and expressive language use. Very accurate spelling and grammar. | Expressive and appropriate language, fluent and accurate spelling, comprehensive use of grammar. |
| SUBTOTAL SCORE | | | | | |

| OVERALL MARK | | | | | | | | |
|--------------|--------|--------|--------|--------|---------------|--------|--------|--------|
| 20 %100 | 19 %95 | 18 %90 | 17 %85 | 16 %80 | 15 %75 | 14 %70 | 13 %65 | 12 %60 |
| 11 %55 | 10 %50 | 9 %45 | 8 %40 | 7 %35 | Less Than %35 | NS/NA | | |

Teacher Comments:

Signature: _____



WRITING AN EMAIL TO BOOK A HOTEL

Follow these sentence structures. The content is in instructional form and the corresponding interrogative.

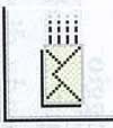
1. Use the appropriate salutation. (Egregio Signore/Signora ... Distinti saluti, *nome*)
 2. Introduce yourself. *Chi sta parlando?*
 3. Tell the *Direttore* where you are arriving from and when. *Dove si arriva da? Quando ti arriva?*
 4. Explain the purpose of your holiday. *Che tipo di vacanza?*
 5. Tell the *Direttore* what kind of room you would like, ie., singola/doppia. *Che tipo di camera?*
 6. Ask what time you can check-in and check-out. *A che ora posso check-in/check-out?*
 7. Ask what amenities are available and describe which ones you would like. *Quali servizio sono disponibili in camera?*
 8. Ask if there are any additional "freebies". *L'albergo dispone di visite gratuite?*
 9. Then, establish how much the room will cost per night. *Qual è il prezzo per una notte?*
 10. Conclude by thanking the *Direttore*. *Molto grazie, Signore.*
 - 1) Grazie.
 - 2) Ma certo, Signore.
 - 3) Qual è il prezzo per una notte?
 - 4) Certo, Signore. Ecco la chiavi.
 - 5) Va bene, ma vorrei una camera con bagno.
 - 6) Buongiorno. Vorrei una camera doppia per quattro giorni.
 - 7) Ora è alta stagione e il prezzo è di €55 a notte.
 - 8) Prego.
- a** appartamento
- b** alloggio
- c** facchino
- d** locanda
- e** parcheggio
- f** chiave
- g** camera singola
- h** camera doppia
- i** mezza pensione
- j** stazione termale
- k** servizi
- l** albergo

New message



To...
Cc...

Subject:



A large text area with horizontal lines for composing the message body.