RULE SHEET

Writing a diary entry and an invitation



A **diary entry** tells your diary about your day. Use the **simple past** for things that happened. An **invitation** asks people to come to an event.

A diary entry

Part	Examples
date	Saturday, 14 May
start	Dear Diary,
what happened	In the morning, I went to the market. After lunch, we played football. In the evening, I watched a film.
feelings	I felt really happy. · It was a great day! · I was so tired. · What a day!
end	Tomorrow I'm going to visit Grandma. · Goodnight! · See you tomorrow, Diary.

An invitation

Part	Examples
title	You're invited! · Party time!
what	Please come to my birthday party. · Join us for a picnic.
when	on Saturday 21 June · from 3 pm to 6 pm
where	at 12 Park Road · in Riverside Park, next to the café
extra information	Please bring your swimming things. · We're going to have a barbecue. It will be fun!
reply	Please reply by Wednesday. · Please tell me by Friday.
end	Love, Ella · See you there!

Replying to an invitation

- **Yes:** Thank you for the invitation. I'd love to come! See you on Saturday.
- **No:** Thank you for inviting me. I'm sorry, but I can't come because I'm going to visit my cousins.

Watch out! on + day or date (on Saturday, on 21 June) · **at** + time and address (at 3 pm, at 12 Park Road) · **in** + month, part of the day and park or town (in June, in the morning, in the park). Capital letters for days and months: **S**aturday, **J**une. Comma after Dear Diary**,** and before your name: Love**,** Ella. Diary: the past (I **went**). Invitation: the future (We**'re going to** have a barbecue).

PRACTICE 1

Name: _____ Class: _____ Date: _____

A diary entry

1 Tick the correct answer.

1. A good start for a diary entry: ○ Dear Diary, ○ You're invited! ○ Love, Ella
2. Last night I _____ to the cinema with my dad. ○ go ○ went ○ am going
3. A sentence about feelings:
   ○ I felt really proud. ○ We had pizza. ○ Please reply by Friday.
4. Yesterday we _____ a big cake for Mum. ○ made ○ make ○ makes
5. A good end for a diary entry:
   ○ Please bring a towel. ○ Tomorrow I'm going to sleep late! ○ Party time!
6. Yesterday after lunch, my brother _____ his bike. ○ rides ○ rode ○ is riding

2 Complete the diary entry. Use the simple past.

1. Dear Diary, today _____ (be) a great day.
2. In the morning, I _____ (get) up at seven.
3. Then Mum and I _____ (catch) the bus to town.
4. We _____ (buy) a present for Dad's birthday.
5. At lunchtime, we _____ (eat) noodles in a small café.
6. In the afternoon, I _____ (meet) my friend Zoe in the park.
7. We _____ (not / see) the ducks because they were on the island.
8. In the evening, I _____ (feel) tired but happy.