

**Peer evaluation form**

Look at a letter written by another pair. Make some comments on:

**Content:** How clear is it? Is there anything you found unclear or unnecessary?

**Appropriacy of language:** Is the language appropriate to this kind of formal letter? Does it make good use of phrases from Worksheet 2? Is there any vocabulary that you particularly liked?

**Layout / organisation:** Is the layout appropriate to this kind of letter? Comment on anything that could be improved.

**Language accuracy:** Is there language you think is not correct (grammatical errors, incorrect collocations etc.)?