Writing: a useful short message

English A1 · Vocabulary in context

Word	Example
short message /ʃɔːt ˈmesɪdʒ/	A **short message** says what you need in two or three lines.
request /rɪˈkwest/	End with a clear **request**: “Please bring your card.” “Please bring your card.”
sign-off /saɪn ɒf/	“Thanks, Lin” is a friendly **sign-off**. “Thanks, Lin”
appointment	I have a doctor’s **appointment** at 4 o’clock.

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