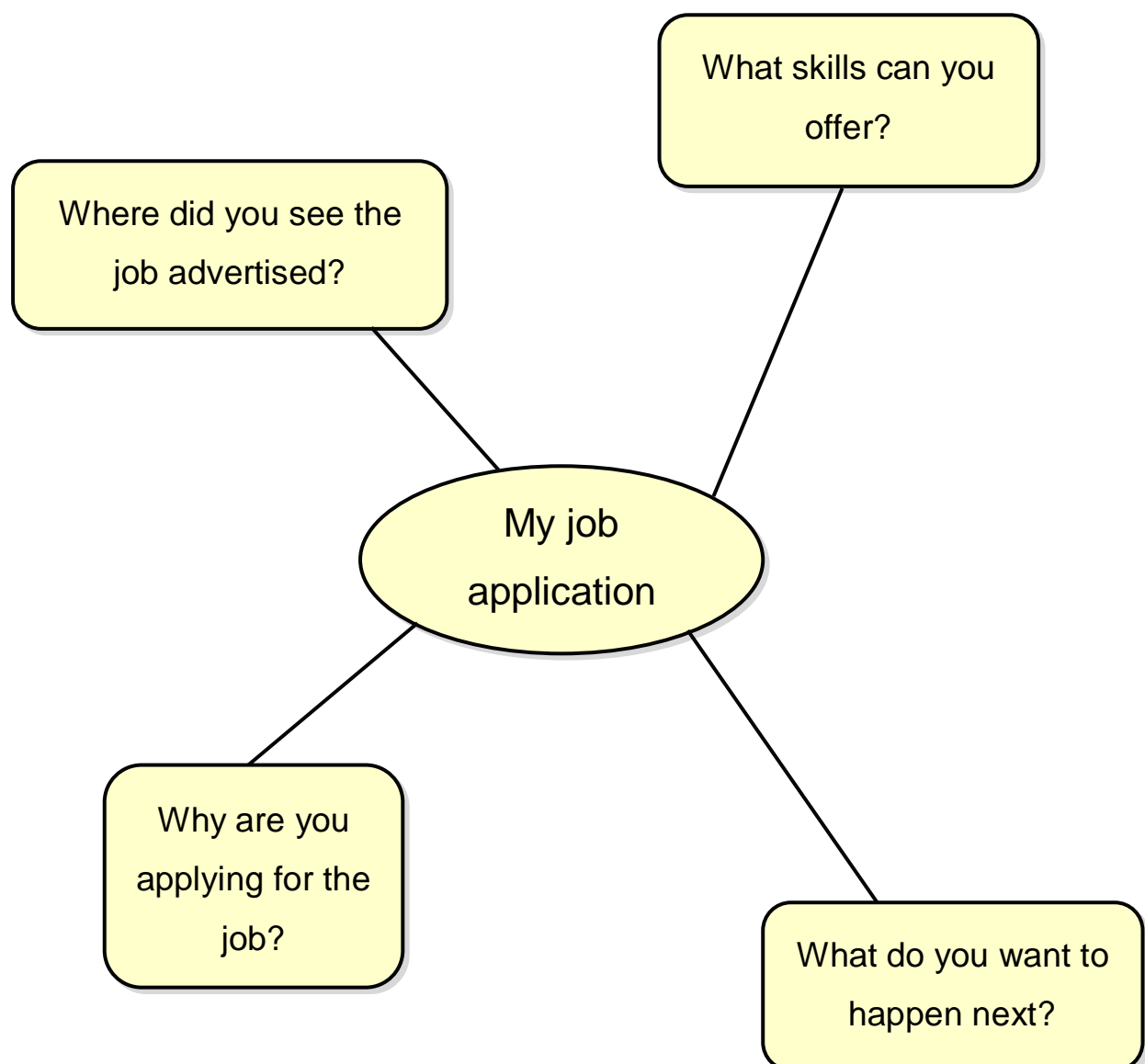





Using a spidergram






Use the spidergram below to plan a covering email for a job application. Some ideas have been added to start but you can add as many as you want. You could write the email on page 2.





Order your ideas from the spidergram on page 1 to write a covering email applying for the job.


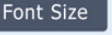

 **Email** ☰ □ ✕

 Send  Spell check  Add attachment  Message priority  Tools

To:

CC:

Subject:

Format:  Font  Font Size  Colour