

An email to a friend

Opening

Dear (name),

Hi!

How are you?

Making suggestions

I think you should...

If I were you, I'd...

What about/How about....

It might be a good idea to...

Why don't you...

The best thing to do is...

Have you thought of /about (+ing)...?

Another idea is to.....

It's best not to...

Result

This would/ will mean that....

That way....

If you do this, you will/won't ...

Closing remarks

I hope my advice helps.

Hope things get better.

Let me know what happens.

I hope the following advice/suggestions will help you...