

# Register and Tone Worksheet

Advanced C1-C2 · Side A

Name: \_\_\_\_\_ Date: \_\_\_\_\_ Score: / 20

## Exercise A · Identify the register (Q1-5)

Write: formal / neutral / informal / very informal

**Options:** formal / neutral / informal / very informal

1. *I am writing to enquire about the position advertised.* -> \_\_\_\_\_
2. *Can you send me the file by Friday?* -> \_\_\_\_\_
3. *Wanna grab lunch later?* -> \_\_\_\_\_
4. *We were unable to process your request at this time.* -> \_\_\_\_\_
5. *It was a bit of a mess, to be honest.* -> \_\_\_\_\_

## Exercise B · Rewrite in the register given (Q6-10)

Keep the same basic meaning.

6. She's not great at maths. (formal)  
-> \_\_\_\_\_
7. I would be grateful if you could respond at your earliest convenience. (informal)  
-> \_\_\_\_\_
8. They messed up the whole thing. (formal)  
-> \_\_\_\_\_
9. We require your immediate attention to this issue. (informal)  
-> \_\_\_\_\_
10. She did a brilliant job. (formal)  
-> \_\_\_\_\_

# Register and Tone Worksheet - Side B

Advanced C1-C2

## Exercise C · True or False (Q11-14)

Write T (true) or F (false).

11. Register refers to the level of formality in language.  
Answer: \_\_\_\_\_
12. Tone and register are the same thing.  
Answer: \_\_\_\_\_
13. Tone refers to the attitude or emotion conveyed in writing or speech.  
Answer: \_\_\_\_\_
14. The same topic can be discussed in different registers.  
Answer: \_\_\_\_\_

## Exercise D · Multiple choice (Q15-17)

Choose the most appropriate word for the register indicated.

15. (Formal) The proposal \_\_\_ serious concerns.  
(a) brings up (b) raises (c) talks about
16. (Informal) I'm \_\_\_ about the presentation tomorrow.  
(a) apprehensive (b) nervous (c) a bit nervous
17. (Formal) The committee \_\_\_ the matter at length.  
(a) talked about (b) went over (c) deliberated

## Exercise E · Write in two registers (Q18-20)

Write the same idea in two different registers.

18. Asking for more time on a deadline - formal version ->  
-> \_\_\_\_\_
19. Same idea - informal version ->  
-> \_\_\_\_\_
20. Describe a difficult meeting in a neutral tone and a frustrated tone ->  
-> \_\_\_\_\_

# Answer Sheet - Register and Tone Worksheet

For teacher / self-marking use  
only

## Exercise A - Identify the register

Q1-5

1. formal
2. neutral
3. very informal
4. formal
5. informal

## Exercise B - Rewrite in the register given

Q6-10

6. Her mathematical ability is somewhat limited.
7. Could you get back to me when you get a chance?
8. The matter was handled unsatisfactorily.
9. We need you to deal with this straight away.
10. Her performance was exemplary.

## Exercise C - True or False

Q11-14

11. T
12. F
13. T
14. T

## Exercise D - Multiple choice

Q15-17

15. raises
16. a bit nervous
17. deliberated

## Exercise E - Write in two registers

Q18-20

18. (own answer)
19. (own answer)
20. (own answer)

Total: 20 points | Side A: Q1-10 | Side B: Q11-20