

Giaoandethitienganh.info có rất nhiều tài liệu tiếng anh file word hay, chất lượng, mời bạn đăng ký tài khoản (chỉ 100k/ năm) để chủ động hoàn toàn việc tải tài liệu bất cứ lúc nào bạn cần!

Phần 3.2 - Dạng bài sắp xếp câu tạo thành LÁ THƯ

Ví dụ:

Hi Gemma,

- a. But it was interesting to watch these videos.
- b. Thanks so much for the guitar lesson videos you sent me last week.
- c. You know, we ought to practise together for some time. What do you think?
- d. Thanks also for the tip about the free websites with musical lesson videos — they are much better than the sites I've been following.
- e. It's really nice to learn how to play a new instrument like the guitar, but I am too busy at the moment, so I'm focusing on my violin lessons for now.

Write back soon.

Billy

- A. d - b - a - c - e B. b - e - a - d - c C. a - d - b - c - e D. c - a - d - b - e

(Trích đề minh họa 2025)

Đây là dạng bài sắp xếp các câu để tạo thành một lá thư (hoặc email) hoàn chỉnh.

Lá thư được chia thành hai phần:

- Phần đã cho sẵn:

- Phần mở đầu: "Hi Gemma," (đã có sẵn trong đề, không cần sắp xếp).
- Phần kết thúc: "Write back soon. Billy" (cũng đã có sẵn, không cần sắp xếp).

- Phần cần sắp xếp: Các câu trong đoạn thân bài (a, b, c, d, e) cần được sắp xếp sao cho logic và phù hợp với ngữ cảnh.

☀ TIPS LÀM BÀI NHANH

👉 **Tip 1: Xác định câu mở đầu hợp lý nhất**

Thường câu đầu tiên sẽ nhắc đến nội dung chính của lá thư, mang tính dẫn dắt (ta có thể loại trừ các đáp án có câu mở đầu không phù hợp).

Ví dụ:

- "Thanks so much for ..."
- "I really appreciate the ..."
- "I'm writing to ask for your opinion about ..."
- "I just wanted to let you know that ..."

👉 **Tip 2: Xác định câu kết hợp lý nhất**

Câu cuối thường mang tính kết luận hoặc đề xuất như:

- Đề ra đề xuất: "What do you think about meeting up next week?"
- Hỏi ý kiến: "Let me know if you have any other tips."
- Thể hiện mong đợi phản hồi: "I look forward to hearing from you soon."

👉 **Tip 3: Tìm các liên kết logic giữa các câu**

Các từ nối như **but**, **so**, **also**, **and**, **because** giúp xác định trình tự các câu:

- **But**: dùng để phản biện hoặc thêm thông tin đối lập.
- **Also/And**: dùng để nối tiếp ý trước, bổ sung thông tin.

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• **Because/So:** dùng để diễn giải hoặc đưa ra kết quả.

Các từ chỉ định như "this", "that", "these", "those" thường dùng để nhắc lại hoặc đề cập đến một điều đã nói trước đó.

★ Lời giải chi tiết cho câu ví dụ trên:

★ Tạm dịch đề bài:

a. But it was interesting to watch these videos. *(Nhưng xem những video này thật thú vị.)*

b. Thanks so much for the guitar lesson videos you sent me last week. *(Cảm ơn rất nhiều vì những video bài học guitar bạn đã gửi cho mình tuần trước.)*

c. You know, we ought to practise together for some time. What do you think? *(Bạn biết đấy, chúng ta nên tập luyện cùng nhau một lúc nào đó. Bạn nghĩ sao?)*

d. Thanks also for the tip about the free websites with musical lesson videos – they are much better than the sites I've been following.

(Cũng cảm ơn bạn vì gợi ý về các trang web miễn phí có video bài học âm nhạc – chúng tốt hơn nhiều so với những trang mình đã theo dõi.)

e. It's really nice to learn how to play a new instrument like the guitar, but I am too busy at the moment, so I'm focusing on my violin lessons for now.

(Thật tuyệt khi học cách chơi một nhạc cụ mới như guitar, nhưng hiện tại mình quá bận, vì vậy mình đang tập trung vào các bài học violin của mình.)

★ Xét các đáp án:

A. d - b - a - c - e → Không phù hợp vì d không thể bắt đầu (Thanks also: cũng cảm ơn).

B. b - e - a - d - c → **Phù hợp** vì đáp án b mở đầu bằng lời cảm ơn. Xét câu cuối là c cũng phù hợp vì nó đưa ra đề xuất về việc luyện tập cùng như hỏi ý kiến để người kia phản hồi lại.

C. a - d - b - c - e → Không phù hợp vì a không thể bắt đầu (But: nhưng mà).

D. c - a - d - b - e → Không phù hợp vì c không thể bắt đầu (đề xuất và hỏi ý kiến nên đặt ở cuối thư).

➡ Sau khi loại trừ ta đưa ra đáp án đúng là **B**. Để chắc chắn hơn về lựa chọn, chúng ta nên dịch lại xem mạch bài có phù hợp về mặt logic hay không:

b. Cảm ơn rất nhiều vì những video bài học guitar bạn đã gửi cho mình tuần trước

e. Thật tuyệt khi học cách chơi một nhạc cụ mới như guitar, nhưng hiện tại mình quá bận, vì vậy mình đang tập trung vào các bài học violin của mình.

a. Nhưng xem những video này thật thú vị.

d. Cũng cảm ơn bạn vì gợi ý về các trang web miễn phí có video bài học âm nhạc – chúng tốt hơn nhiều so với những trang mình đã theo dõi.

c. Bạn biết đấy, chúng ta nên tập luyện cùng nhau một lúc nào đó. Bạn nghĩ sao?

➡ Do đó, **B** là đáp án phù hợp.

BÀI TẬP VẬN DỤNG

Mark the letter A, B, C or D on your answer sheet to indicate the best arrangement of utterances or sentences to make a meaningful exchange or text in each of the following questions from 1 to 30.

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Question 1:

Hi Mike,

- a. Anyway, I was wondering if you'd like to go with me this weekend.
- b. I saw a great new movie trailer yesterday, and I think you'd love it.
- c. The movie is about space exploration, which I know you're interested in.
- d. Let me know what you think!
- e. I checked, and it's playing at the cinema near us.

Write back soon.

James

- A.** b - c - e - a - d **B.** a - d - c - b - e **C.** c - b - e - d - a **D.** e - a - c - d - b

Question 2:

Hello Linda,

- a. There are so many options available, and I'm not sure which one to choose.
- b. Battery life is also important to me since I often study in different places without easy access to a power source.
- c. I'm writing to ask for your opinion on the best laptop for students.
- d. Do you have any recommendations based on your experience? I look forward to hearing your thoughts.
- e. I need something lightweight but powerful for my studies.

Write back soon.

Olivia

- A.** b - c - d - a - e **B.** e - b - a - d - c **C.** d - e - c - b - a **D.** c - a - e - b - d

Question 3:

Hi Sam,

- a. There's so much to unpack and organize, and I'm still trying to figure out how to make the space feel like home.
- b. Do you have any tips for settling in quickly and making a new place more comfortable?
- c. I hope you're doing well! I recently moved to a new place.
- d. While it's exciting, it has also been a bit overwhelming.
- e. Also, if you have any recommendations for essential household items, I'd really appreciate it.

I look forward to hearing your advice!

All the best,

Jane

- A.** e - a - d - c - b **B.** b - a - d - e - c **C.** c - d - a - b - e **D.** d - a - b - c - e

Question 4:

Hi Alex,

- a. But it was really exciting to try these new recipes.
- b. Thanks so much for the cookbook you recommended to me last week.
- c. You know, we ought to cook together sometime. What do you think?
- d. Thanks also for the tip about the free cooking tutorial videos – they are much better than the ones I was using

before.

e. It's really fun to learn how to cook new dishes, but I've been quite busy lately, so I'm just sticking to simple meals for now.

Write back soon.

Jamie

A. d - b - a - c - e

B. c - a - d - b - e

C. a - d - b - c - e

D. b - e - a - d - c

Question 5:

Dear Emily,

a. To be honest, I've been feeling awful about it because I accidentally spilled coffee on your favorite book.

b. Again, I'm so sorry for what happened and for not telling you sooner, and I hope you can forgive me.

c. Some of the pages got stained, and I know how much that book means to you since it was a gift from your grandfather.

d. Sorry it's taken me so long to write to you, but I wanted to explain why I haven't returned the novel I borrowed from you.

e. I've taken it to a book restoration service, and they assured me they can clean it up so it looks almost as good as new.

Best wishes,

Sophia

A. a - e - d - b - c

B. d - a - c - e - b

C. b - d - c - a - e

D. e - c - d - b - a

Question 6:

Dear Sir or Madam,

a. I am writing to enquire about the tour guide training courses offered by Global Travel Academy.

b. I would like to ask about the course duration and the schedule for classes.

c. Thank you for considering my request. I look forward to hearing from you soon.

d. I am very interested in exploring different cultures and would like to know more about the courses.

e. Also, could you provide details about the tuition fees and any available discounts?

Yours faithfully,

Trang

A. b - a - e - c - d

B. a - c - d - e - b

C. a - d - b - e - c

D. e - a - b - d - c

Question 7:

Dear The Local Authority of District 8,

a. Many residents, including myself, are experiencing discomfort, headaches, and difficulty breathing due to the persistent foul smell, especially during the evening.

b. Your prompt attention to this matter would greatly enhance the health and well-being of everyone in the neighborhood.

c. The strong odor from the nearby waste treatment facility has been severely affecting the air quality in our community.

d. This issue has been ongoing for weeks, yet no noticeable action has been taken to address or reduce the odor.

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e. We kindly urge the local authorities to implement stricter waste management measures and enforce better odor control solutions.

Sincerely,

Nguyen Minh Anh

A. a - e - d - b - c

B. b - d - a - c - e

C. e - a - c - b - d

D. c - a - d - e - b

Question 9:

Dear Mr. Johnson,

a. At Vertex Solutions, we prioritize strategic partnerships that foster growth and innovation.

b. As a partnership manager, I believe that by combining our strengths, we can achieve meaningful and impactful results.

c. Please let me know a convenient time for a brief call or meeting. I look forward to your response.

d. I'm writing to explore potential collaboration opportunities between our teams.

e. I would love the opportunity to discuss how we can work together and identify key areas of collaboration.

Best regards,

Michael Carter

A. d - a - b - e - c

B. c - e - b - a - d

C. e - b - a - d - c

D. d - c - b - a - e

Question 9:

Hi David,

a. Living in a new country has been both exciting and challenging, but every day brings new experiences.

b. It's been a while since we last caught up, and I wanted to tell you a bit about my life here.

c. Let me know what's new with you, and I hope that everything is going well on your end!

d. That said, I often find myself reminiscing about our times together back home — I really miss those days.

e. I've made some wonderful friends, and exploring a different culture has been eye-opening.

Take care,

Mike

A. e - c - a - d - b

B. c - d - e - b - a

C. b - a - e - d - c

D. d - a - c - b - e

Question 10:

Dear Sir or Madam,

a. I heard about this opportunity through your website and was immediately interested.

b. I have already filled in the online application form and sent it in as requested. I am available for an interview on Saturday afternoon or any weekday after 5 PM.

c. I am writing to apply for a volunteer position at Sunshine Community Center.

d. If my application is successful, I can start immediately. I look forward to hearing from you.

e. Currently, all my Sunday afternoons are free, and I will be able to help at the center if I am chosen.

Yours faithfully,

Pham Khanh Minh

A. c - e - a - d - b

B. c - b - e - a - d

C. d - e - b - a - c

D. c - a - e - b - d

Question 11:

Dear Sir or Madam,

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- a. I am writing to apply for the part-time server position advertised on your website on 10 October.
- b. Regarding availability, I am free for an interview any afternoon during the week and can start after 24 October if selected.
- c. I am a friendly and hard-working person who enjoys serving customers and can communicate in English.
- d. I have attached my CV for your reference and look forward to your response.
- e. I have previous experience in the hospitality industry and worked as a waiter at a fast-food restaurant last summer.

Yours faithfully,

Mai

- A. a - d - e - c - b B. c - e - a - b - d C. e - a - d - b - c **D. a - e - c - b - d**

Question 12:

Hi Jasmine,

- a. This album includes some of my favorite songs, and I love the meaningful lyrics and catchy melodies.
- b. Thank you so much for the birthday money! It was such a thoughtful gift, and I really appreciate it.
- c. Thanks again for your kindness — I can't wait to tell you what I think about the album!
- d. I have decided to buy Taylor Swift's latest album, "1989 (Taylor's Version)", as I have been a huge fan of her music for years.
- e. I've also heard great reviews about the new tracks, so I'm really excited to listen to them.

Best wishes,

Sarah

- A. c - e - d - a - b **B. b - d - a - e - c** C. b - c - e - d - a D. a - e - c - b - d

Question 13:

Dear Sam,

- a. First of all, I'd like you to know how happy I am that everyone can come. We will be all together and I'm sure we'll have a wonderful time.
- b. It would also be cheaper for us not to hire a band to play music at the party. We could sing on our own and have more fun.
- c. In addition, your idea about a fancy dress party is fantastic! We could also indicate the theme of the party so that we could all be dressed up in the same kinds of costume.
- d. I'm writing to answer your letter asking for my opinion on the end-of-course party preparations.
- e. As far as food is concerned, I think it'd be better to ask everyone to bring some food so that we can save money.

I hope this has helped. I'm sure the party will be a great success. Looking forward to hearing from you.

Very best wishes,

Anika

(Adapted from First trainer, Cambridge University)

- A. d - a - e - b - c** B. d - c - a - e - b C. a - d - c - b - e D. d - a - c - e - b

Question 14:

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Hi Alex,

- a. I was really looking forward to celebrating with you and catching up.
- b. Unfortunately, I have a family gathering that I can't miss.
- c. I hope you have a fantastic time at the party and enjoy yourself. Maybe we could meet next weekend instead and go for a coffee?
- d. Let me know if that works for you—I'd love to see you soon!
- e. I'm really sorry, but I won't be able to come to your party this Saturday afternoon.

Best,

Minh

- A. d – e – c – b – a B. b – e – d – a – c C. e – b – a – c – d D. c – e – d – a – b

Question 15:

Dear John,

- a. A great way to make new friends is by joining school clubs or sports teams where you can meet people with similar interests.
- b. I understand that starting a new school can feel overwhelming, but don't worry too much.
- c. Being open and smiling can also make you seem more approachable. I'm sure you'll make great friends in no time!
- d. Moreover, don't hesitate to ask someone about school or a shared subject; it's an easy way to start a conversation.
- e. Also, try to be friendly and introduce yourself to classmates—it might feel awkward at first, but most people appreciate it.

Best wishes,

Lan

- A. b – a – e – d – c B. b – d – e – c – a C. c – e – b – a – d D. e – d – c – a – b

Question 16:

Dear Jamie,

- a. I'd recommend setting off around 8 AM to have enough time to explore.
- b. Your sister and her friends could visit Greenwood National Park, which is perfect for hiking and sightseeing.
- c. Thanks for your email! I'd be happy to suggest a great place for a day trip.
- d. They should plan to leave by 5 PM to avoid traffic on the way back. Let me know if they need more details!
- e. The best way to get there from our town is by bus, as it's affordable and runs frequently.

Write back soon,

Jane

- A. e – b – d – c – a B. a – e – c – d – b C. c – e – b – a – d D. c – b – e – a – d

Question 17:

Dear Mr Taylor,

- a. I am 21 years of age and I have recently finished my studies. For the last month I have in fact been working at a children's camp on the coast.
- b. I am able to attend an interview at any time convenient to you. I look forward to hearing from you.

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- c. My father is English and therefore I speak English fluently. In addition, I am interested in all kinds of sports, especially volleyball.
- d. I have read with interest your advertisement in the latest edition of 'Interesting Jobs' and I would like to apply for the post.
- e. My reason for applying is that I enjoy working with young people and I would like to use my foreign languages.
- Yours sincerely,
Leandro Fischer

(Adapted from First Trainer, Cambridge University)

- A. e – a – d – b – c B. c – b – a – d – e **C. d – a – c – e – b** D. b – e – c – a – d

Question 18:

Hello Douglas,

- a. I hope you're doing well! I'm excited that we'll be meeting next Saturday.
- b. I heard it has some amazing interactive exhibits that we would both enjoy.
- c. After that, we could take a walk in the park and relax for a bit.
- d. How about meeting at 10 AM in the city center? We could start with a nice breakfast at Café Aroma and then head to the new science museum.
- e. I will be free until 4 PM, so we'll have plenty of time. Let me know if this plan works for you!

Write back soon,

Jessica

- A. a – d – b – c – e** B. c – e – d – b – a C. d – c – e – a – b D. b – c – e – a – d

Question 19:

Hi Laura,

- a. But when it comes to making my own decisions—especially about my future—they are really strict.
- b. How are things? Hope you are doing well. Things are mostly good for me, but I'm struggling a bit with my parents.
- c. What do you think I should do? Sorry to be so down. I can't wait to hear from you.
- d. They want me to follow the career path they think is best, but I have different dreams. It feels like they don't understand my passion or trust me to make the right choices.
- e. Most of the time, we have a great relationship, and I love spending time with them.

Write back soon,

Jennifer

- A. b – e – d – a – c **B. b – e – a – d – c** C. a – e – d – c – b D. c – a – e – b – d

Question 20:

Hi Kahyn,

- a. Lately, I have been spending so much time studying, but I still can't seem to keep up with all the assignments and deadlines.
- b. What do you think I should do? Sorry to be so miserable. Can't wait to hear from you.
- c. I barely have time to relax, and it's making me really stressed out.

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d. How are things? Hope you are doing well. Everything is quite good, but I feel so overwhelmed with schoolwork.

e. I'm exhausted! I try my best to manage my time well, but there is always more to do.

Write back soon,

Sheila

A. e - d - a - c - b

B. d - e - b - a - c

C. d - a - c - e - b

D. a - d - e - b - c

Question 21:

Hi Daniel,

a. The game was intense, and our team played incredibly well. The crowd was cheering loudly, and the energy was unbelievable.

b. It was an unforgettable match. The players showed great skill, and the final goal in the last few minutes was breathtaking.

c. How was your weekend? I went to a football match last Saturday, and it was absolutely thrilling!

d. If you ever get the chance to watch a live football match, you should definitely go.

e. I went with my cousin, Jake, because we're both huge fans of Manchester United.

Write back soon,

Sam

A. c - a - e - d - b

B. d - c - a - b - e

C. e - a - d - b - c

D. c - e - a - b - d

Question 22:

Dear Ethan,

a. Since millions of people live near the coastline, even a small rise in sea levels could cause severe flooding.

b. In my geography class today, we discussed the impact of rising sea levels on coastal cities, and I'm really worried about New York City's future.

c. I believe the city needs to invest in stronger flood defenses and sustainable urban planning to protect its future. What do you think?

d. If sea levels continue to rise, many neighborhoods could become uninhabitable, forcing people to relocate.

e. Storm surges and hurricanes will also make things worse, putting homes, businesses, and infrastructure at risk.

Write back soon,

Mia

A. a - c - d - a - b

B. b - a - e - d - c

C. c - a - b - e - d

D. d - c - b - a - e

Question 23:

Dear Customer Service,

a. A couple of weeks ago, I purchased a suit for a wedding, but it was too small.

b. I requested an exchange for a bigger size, but the replacement was the wrong color, and the zip on the trousers was faulty.

c. I am requesting a full refund, including the cost of returning the item. Please process this as soon as possible and confirm the next steps.

- d. Since the wedding has already passed, I have sent the suit back as I can no longer use it.
e. I am writing to express my disappointment with my recent order.

Best regards,

Michael

- A. e – a – c – d – b B. c – d – e – b – a C. a – e – c – d – b **D. e – a – b – d – c**

Question 24:

Dear Mr. Evans,

- a. I am still at school and so can only study in the evenings or at weekends. If a part-time course is available, could you clarify whether the price is the same as for a full-time course?
b. This is because it would be a convenient option for students like myself. I look forward to receiving your response soon.
c. Thank you for your email regarding the training courses available at your organization.
d. I am writing to enquire about the Level 1 course in food hygiene.

Additionally, I would also like to ask if your organization offers this course during the summer holidays.

- e. First of all, could I ask about the possibility of studying this course part-time rather than full-time?

Yours sincerely,

Jake Carter

- A. d – e – c – b – a B. e – d – c – a – b **C. c – e – a – d – b** D. c – d – e – b – a

Question 25:

Hi Mark,

- a. My favorite part of Tet is receiving lucky money and enjoying delicious traditional food.
b. I hope you're doing well! My Tet holiday started last week, and I'm having a wonderful time.
c. I also love watching the fireworks and spending time with my family. Tet is truly the most exciting time of the year in Vietnam!
d. Right now, I'm staying at my grandparents' house in the countryside, where the atmosphere is peaceful and relaxing.
e. We have been preparing for the festival by making bánh chưng and decorating the house with peach blossoms.

Write back soon,

Dustin

- A. b – c – d – e – a B. a – c – d – b – e C. e – d – b – c – a **D. b – d – e – a – c**

Question 26:

Hi Emily,

- a. Thank you so much for the wonderful gift! I absolutely love it—it was such a thoughtful surprise.
b. As a token of my appreciation, I am sending you a traditional Vietnamese silk scarf.
c. I hope you like it as much as I love your gift!
d. It means a lot to me that you remembered my favorite author.
e. The book you sent me is exactly what I wanted, and I can't wait to start reading it.

Giaoandethitienganh.info có rất nhiều tài liệu tiếng anh file word hay, chất lượng, mời bạn đăng ký tài khoản (chỉ 100k/ năm) để chủ động hoàn toàn việc tải tài liệu bất cứ lúc nào bạn cần!

Take care,

Rebecca

A. b – e – d – c – a

B. a – e – d – b – c

C. c – e – d – b – a

D. e – c – d – a – b

Question 27:

Hi Daniel,

- a. I believe continuous learning keeps our minds sharp and opens new opportunities for personal and professional growth.
- b. In today's rapidly evolving world, acquiring new knowledge and skills is more important than ever.
- c. I would love to discuss this further with you; perhaps we can join an online course together!
- d. I hope this letter finds you well. I wanted to take a moment to share my thoughts on a topic that has been on my mind lately: the value of lifelong learning.
- e. However, many people stop learning after finishing school or university.

Write back soon,

Brian

A. e – b – d – a – c

B. c – d – b – e – a

C. b – a – d – e – c

D. d – b – e – a – c

Question 28:

Dear Sir or Madam,

- a. The article incorrectly states that the event took place on March 10th, while the correct date was March 12th.
- b. I kindly request that the article be amended to reflect the accurate event date.
- c. I am writing to address an error in your recent article titled "City Marathon Breaks Participation Record," published on March 15th.
- d. This misinformation may cause confusion among participants and future attendees.
- e. I trust you will make the necessary correction at your earliest convenience to ensure your readers receive accurate information.

Yours sincerely,

John

A. a – c – e – b – d

B. c – a – d – b – e

C. b – d – e – c – a

D. d – e – b – a – c

Question 29:

Hello Mark,

- a. However, when I want to relax, I prefer reading books or listening to music.
- b. What about you? Do you have any other hobbies besides watching TV?
- c. Sometimes, I go for a walk in the park to clear my mind and get some fresh air.
- d. I don't watch a lot of TV, maybe an hour or two a day. I mostly enjoy watching documentaries and travel shows because they are interesting and informative.
- e. I am writing this letter to respond to your questions about watching television and relaxing.

Take care,

David

A. d – c – e – b – a

B. b – d – e – a – c

C. e – d – a – c – b

D. e – a – d – c – b

Question 30:

Giaoandethitienganh.info có rất nhiều tài liệu tiếng anh file word hay, chất lượng, mời bạn đăng ký tài khoản (chỉ 100k/ năm) để chủ động hoàn toàn việc tải tài liệu bất cứ lúc nào bạn cần!

Dear Sarah,

- a. Wishing you the best in your future career and hoping to hear about your next big adventure soon!
- b. I've heard that you have finally graduated, and I couldn't be happier for you!
- c. You deserve to celebrate this special moment with your loved ones and enjoy every second of it.
- d. I'm sure this is just the beginning of an exciting journey filled with great opportunities and success.
- e. Completing your studies is a huge achievement, and I admire all the hard work and dedication you've put in.

Cheers,

Robert

A. b – e – d – c – a

B. d – e – b – a – c

C. a – d – c – b – e

D. c – a – e – b – d