

# Emailing Your Manager About Being Sick and Missing Work

1. Your Manager
2. Illness Or Disease
3. Verb - Present Ends In Ing
4. Noun
5. An Extreme Activity
6. A Room In Your House
7. Your Name

# Emailing Your Manager About Being Sick and Missing Work

Dear \_\_\_\_\_  
Your Manager,

I will not be at work today. This morning I woke up with a bad case of \_\_\_\_\_  
Illness or Disease and I was up all  
night \_\_\_\_\_  
Verb - Present ends in ING. I made an appointment with Dr. \_\_\_\_\_  
Noun and I'm expecting to  
\_\_\_\_\_ in my \_\_\_\_\_  
An extreme activity A room in your house all day. I'm hoping to be at work tomorrow.

Thanks,

\_\_\_\_\_  
Your name