

**redactar**

**justificar**

**aproximadamente**

**el alcalde**

**subrayar las  
instrucciones**

**el destinatario**

**la extensión**

**perder puntos**

to give reasons for

*hoos-tee-fee-KAR*

to write up

*rreh-dahk-TAR*

the mayor

*ehl ahl-KAHL-deh*

approximately

*ah-prohk-see-mah-dah-MEHN-teh*

the recipient

*ehl dehs-tee-nah-TAH-ryoh*

to underline the instructions

*soo-brah-YAR lahs eens-trook-SYOH-nehs*

to lose marks

*pehr-DEHR POON-tohs*

the length

*lah ehks-tehn-SYOHN*

**yo escribo con claridad**

I write clearly

*yoh ehs-KREE-boh kohn klah-ree-DAHD*