

LETTER TO THE EDITOR

writing kit

Strengthen the real-world writing skills of crafting a powerful letter in this **complete step-by-step** kit.

SO MANY USES

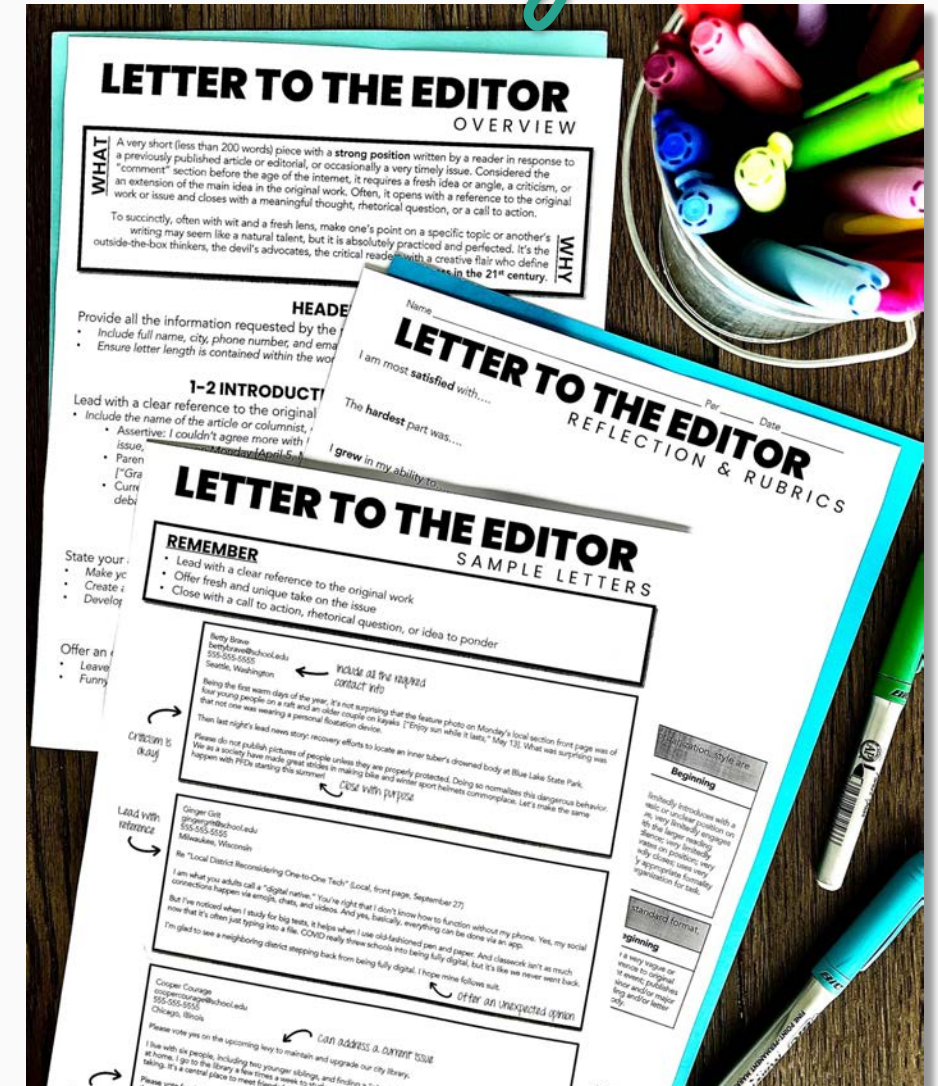
Use as part of a choice board

Practice weekly or bi-weekly

Incorporate into your Current Issues, Civics, social studies, or writing class

Use along with following current events in your class

BOTH PRINT & PAPERLESS INCLUDED



SUPPORT ALL *students*

Included forms and how-to sheets *highly scaffold the writing process* from start to finish.

WHAT'S INCLUDED

Step-By-Step Overview Sheet of what's included in a letter

3 Sample Letters with annotations showing different letter options
Reflections & Rubrics in half-sheet and full-sheet options

LETTER TO THE EDITOR OVERVIEW

WHAT A very short (less than 200 words) piece with a **strong position** written by a reader in response to a previously published article or editorial, or occasionally a very timely issue. Considered the "comment" section before the age of the internet, it requires a fresh idea or angle, a criticism, or an extension of the main idea in the original work. Often, it opens with a reference to the original work or issue and closes with a meaningful thought, rhetorical question, or a call to action.

WHY To succinctly, often with wit and a fresh lens, make one's point on a specific topic or another's writing may seem like a natural talent, but it is absolutely practiced and perfected. It's the outside-the-box thinkers, the devil's advocates, the critical readers with a creative flair who define **success in the 21st century.**

HEADER
Provide all the information requested by the publication.
• Include full name, city, phone number, and email address
• Ensure letter length is contained within the word count limit

1-2 INTRODUCTION SENTENCES
Lead with a reference to the original article or widely known issue.
Include the columnist, date of publication, and location in the newspaper.
Example: "I am most satisfied with..."
Example: "The hardest part was..."
Example: "I grew in my ability to..."

3 PARAGRAPHS
Develop your argument, using evidence and reasoning, or rhetorical question.
End with a strong call to action (publish those the most!).

REMEMBER
• Lead with a clear reference to the original work
• Offer fresh and unique take on the issue
• Close with a call to action, rhetorical question, or idea to ponder

ORGANIZATION & CONTENT
Exceeding: Introduces with a thoughtful, specific, and fresh position on a clearly stated, respectfully argued, and relevant issue. Includes a strong, confident, and clear position. Includes a strong, confident, and clear position. Includes a strong, confident, and clear position.

FORMATTING & SOURCES
Exceeding: Starts with a clear and controlled reference to original work or issue. Includes a strong, confident, and clear position. Includes a strong, confident, and clear position.

LETTER TO THE EDITOR REFLECTION & RUBRICS
I am most satisfied with...
The hardest part was...
I grew in my ability to...
Writing my letter to the editor made me realize...

LETTER TO THE EDITOR SAMPLE LETTERS
Betsy Brown
333-555-5555
Seattle, Washington
Being the first warm days of the year, it's not surprising that the future photo on Monday's front section from page four of the newspaper was a picture of a child and an older couple on a walk. I enjoy our walks in Lake...
Then last night's and news story...
Please do not publish pictures of people who are having fun made great great happen with it to showing the...
I am most satisfied with...
The hardest part was...
I grew in my ability to...
Writing my letter to the editor made me realize...

LETTER TO THE EDITOR REFLECTION & RUBRICS
I am most satisfied with **TYPE HERE**
The hardest part was **TYPE HERE**
I grew in my ability to **TYPE HERE**
Writing and editing my letter to the editor made me realize **TYPE HERE**

| Exceeding | Meeting | Approaching | Beginning |
|--|--|--|--|
| Introduces with a thoughtful, specific, and fresh position on a clearly stated, respectfully argued, and relevant issue. Includes a strong, confident, and clear position. Includes a strong, confident, and clear position. | Introduces with a clear and concise position on a clearly stated, respectfully argued, and relevant issue. Includes a strong, confident, and clear position. Includes a strong, confident, and clear position. | Introduces with a clear and concise position on a clearly stated, respectfully argued, and relevant issue. Includes a strong, confident, and clear position. Includes a strong, confident, and clear position. | Introduces with a clear and concise position on a clearly stated, respectfully argued, and relevant issue. Includes a strong, confident, and clear position. Includes a strong, confident, and clear position. |

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FREQUENTLY ASKED *questions*

What grades is this best for?

It was designed for **high school students**. However, if your middle school students are strong writers and you are looking for a more real-world writing exercise, this could work. Be sure to examine the preview and product description closely to decide if this resource is a good fit for your students.

Is this editable?

The rubric is available in print PDF and an editable Google Doc file that can be customized to meet your student's needs. The overview and sample letter sheets are available in print PDF and non-editable Google Slides.

Can I use this in a homeschooling setting?

Definitely! The **step-by-step overview and sample letter** guide you and your student(s) through this complete writing process for this writing format and skills.

What standards does this support?

Several! This kit supports writing, research, and social studies standards from various states, including:

- Develop writing by planning, revising, and editing
- Conduct research to answer a question; gathering relevant information from multiple authoritative sources
- Introduce, develop, and support a claim with relevant evidence; address the counterclaim
- Follow proper grammar and punctuation conventions; create a works cited
- Produce clear and coherent writing that is appropriate to the task, purpose, and audience