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- ► Staple the pages together. (DO NOT FOLD OR PAPERCLIP YOUR PAGES.)
- ► Proofread everything before you turn it in. There should be no spelling or typographical errors.

- ▶ Use details & analyze them.
- Analyze personal experience.
- ▶ Unless using PE, avoid I, we, us, our.
- ► Avoid run-on & fragment sentences.
- ▶ Make sure each sentence connects to the next.
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- ► Use MLA in-text citation method.
- Avoid wordy sentences (simplify).
- ► Use appropriate language (avoid clichés & slang).
- ► Make subject/verb agree in number.

Writing Exercise 5
Due: Thurs 11/15

For Writing Exercise 4, you worked with editorials from reputable sources, each with its own print as well as online venues. From your 3 editorials, select one that really interests you. For this writing exercise, you will *respond* to that editorial in the form of a letter to the editor which you will submit via email or postal mail. In a letter to the editor, express clearly your reactions to the article or editorial. The point of writing a letter to the editor is not simply to repeat what the original article or editorial said, but rather to allow other readers of the newspaper to share your *judgments* about the piece you are criticizing. Readers who haven't read the piece must be able to follow your presentation. Think about those readers. If you present a clear argument, your letter will most likely be published in either the print or the online venue.

You **may not** let the recipient know that this letter is an assignment. This means that you have to figure out how to keep your reader (both the newspaper editors and the potential newspaper readers) interested and engaged throughout the letter (without being overly critical or insulting). How are you going to draw him or her into your thoughts and arguments? How will you keep him/her from stopping midway through the letter? (Be creative!)

For a postal mailing, give me an additional copy of your letter to the editor along with a stamped, addressed envelope but do not seal the envelope. (I will mail it.) If you are emailing your letter to the editor, be sure to put my email address in the BCC or CC line. If you are filling out an online form to the newspaper, print a copy of it before it's sent. (Attach that print-out to your writing exercise.)

Your letter should be only about 150 words -- STICK TO IT! Newspapers will usually publish nothing longer. Attach a Works Cited as well as copy of the editorial to your letter when you turn it in.

Page Length: 150 words + Works Cited page (to me only)

Administrative Notes:

- ► This assignment needs to be typed, double-spaced with one inch margins.
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