

Michael's Letter

Michael is excited to complete his written presentation for social studies class. The assignment is to write a letter to the teacher about five historical figures he learned about this year in social studies.

Mrs. Peacock asks the students if they remember what a heading is.

Do you remember what a heading is?

That's right, a heading tells when the letter was written.

Michael uses his best handwriting to write the date on his paper. Michael remembers Mrs. Peacock going over the rubric. Using your best handwriting was one of the criteria.

Mrs. Peacock asks the students if they remember what a greeting is.

Do you remember what a greeting is?

Yes, the greeting is who the letter is written to. It usually starts with Dear followed by the person's name or title and a comma.

Michael writes Dear Mrs. Peacock on his paper. He remembers to put a comma after Mrs. Peacock.

Mrs. Peacock asks the students if they remember what a body of a letter is.

Everyone nods their head. They remember that the body is what the letter is about. That's where they get to write about the important things in their paper.

Michael needs to really think about this part of the letter. He learned about many important historical figures in social studies this year. He needs to choose 5 of them and write one fact about each one.

Michael decides he wants to write about George Washington Carver, Susan B. Anthony, Thomas Edison, Clara Barton, and Abraham Lincoln. He remembers to write one fact about each person.

George Washington Carver was a famous scientist. He came up with lots of uses for peanuts.

Susan B. Anthony worked hard to get women the right to vote.

Thomas Edison was a famous inventor who worked on the first lightbulb design.

Clara Barton helped take care of sick people and gathered medical supplies.

Michael's Letter

Abraham Lincoln was the 16th President of the United States.

Mrs. Peacock asks the students if they remember what a closing and a signature are.

Do you remember what a closing and a signature are?

That's correct! The closing ends the letter, and the signature is your name.

Michael decides to use the closing *From*. He puts a comma after it. Then, he signs Michael at the end.

Michael wants to make sure he completed his written presentation correctly, so he looks over the rubric. He reads his paper one last time and turns in his work to his teacher.

What do you think? Did Michael do an outstanding job on his written presentation?
