

<b>Letter Essay Checklist</b>	Letter Essay #1 <b>March 27</b>	Letter Essay #2 <b>April 3</b>	Letter Essay #3 <b>April 10</b>
<p><b>IN GENERAL, THE LETTER ESSAY</b></p> <p>... is typed and turned in on eBackpack.</p> <p>... is double spaced.</p> <p>... is at least two pages.</p> <p>... is in an easy to read font, such as Times New Roman or Helvetica.</p>			
<p><b>FRIENDLY LETTER FORMAT</b></p> <p>... I put the date in the upper right hand corner</p> <p>... I used a conventional greeting (Dear Mrs. Gallant,) and closing (Sincerely, Your Friend, From One Reader to Another,)</p> <p>... I <b>always</b> cited the name of the author of the book and its title and I indicate the title by capitalizing and underlining it - for example, <u>The Book Thief</u> by Markus Zusak.</p>			
<p><b>CRITICAL RESPONSE</b></p> <p>... My letter essay is a critical response to the book.</p> <p>... My letter essay is NOT a summary of the book, a book report, or a description of the characters.</p>			
<p><b>PASSAGE</b></p> <p>... I included a significant passage from the book.</p> <p>... I explained my reaction to the book's theme, problem, character development, plot arc, or the author's style.</p> <p>... I wrote about what I think the passage shows about the book, the author, or your response to either.</p>			
<p><b>CONNECTING - Choose at least two in your letter essay</b></p> <p>... I told about my experience as a reader of the book.</p> <p>... I described what I noticed about how the author wrote.</p> <p>... I told what I think the themes might be.</p> <p>... I told what surprised me.</p> <p>... I posed my wonderings - my questions about the author, the characters, the structure, the voice, and myself as a reader.</p> <p>... I tried one of the sentence openers provided on the website.</p>			
<p><b>NITTY GRITTY</b></p> <p>... My punctuation, spelling, and grammar are correct.</p> <p>... I capitalized proper nouns (names of people, places, etc).</p> <p>... The letter essay has no sentence fragments, run-on sentences, or comma splices.</p> <p>... The letter essay has been immaculately proofread and contains no careless mistakes or other errors.</p>			