

FRIENDLY LETTER TO THE AUTHOR

Directions: You will write a friendly letter to the author of the novel. You need to use correct format for friendly letters (see model and grading rubric for guidelines).

MODEL LETTER

(Heading)

Month XX, Year

Dear NAME, (Salutation – friendly letters use a comma [,])

Introductory Paragraph (3-5 sentences): Use this paragraph to introduce yourself, the book you read, and explain your purpose for writing.

First Body Paragraph (4-6 sentences): Use this paragraph to discuss your favorite part(s) of the book and why you liked it. Give specific examples! Notice the use of indentation to indicate the beginning of a new paragraph.

Second Body Paragraph (3-5 sentences): Either discuss one thing you would have done differently and why, OR, tell about something in the story that directly relates to your own life and explain the connection.

Third Body Paragraph (3-5 sentences): Give your overall reaction to the book. Did you like it? Why or why not? What impact did it have on you? Who do you think would like the book or should read the book? Has reading the book changed you in any way? These questions are all examples of ways you could explain your reaction to the book.

Closing Paragraph (1-3 sentences): Thank the author for his/her time and show your appreciation for their having read your letter. Keep in mind that popular authors may get hundreds or even thousands of letters each week, so if they actually read your letter, that is a pretty big deal!

Sincerely, (Closing – Yours Truly, etc.)

Handwritten Signature

Typed Signature (Not always required)

****On the back, you will find a scoring rubric that will be used to check your final draft.**
****** The more compelling the letter, the more likely you will get a response!**