
Short Letter Writing Task

Please do not write on this page.

Instructions: Copy the following letter onto a sheet of lined paper, filling in the blanks as they apply to you. Be sure to read the instructions placed throughout the letter, and do not write the material in parentheses.

(Date) _____

Dear (PICK ONE: Miss; Ms. Hunt; Stacey)

I am a(n) (PICK ONE: auditory= like to hear; visual = like to see; kinesthetic = hands-on) _____ learner. I earned a _____% in Grade 9 English and a _____% in Grade 10 English. I hope to achieve _____% in Grade 11 English. As a sign of my commitment to ensure that I achieve this grade, I plan to _____. I have completed _____ of my required 40 hours of community service.

With regards to English specifically, out of creative writing, essay writing, reading, debating, and analysing, my favourite part/s of English is/are _____. My greatest area of weakness in English may be _____, but my greatest strength in English is _____. I am/am not an avid reader, and the last novel that I read, in full, was _____ (underline the title of the novel).

If I were to describe my school attendance and punctuality patterns, I would have to say _____. Outside of class time, I am / want to be involved in _____. I do/do not have a (full-time / part-time) _____ job, at which I work _____ hours per week. When I am not working, doing homework, or engaging in extra-curricular activities, I spend my time _____. My favourite type/s of music is/are _____, typified by _____ (name an artist/group). (Read this section, but **do not copy it**: If one considers poetry-writing, lyric-writing, sketching, graphic designing, painting, singing, and playing an instrument as types of creative outlets,) I would have to say that my creative outlet is _____ (note that “unknown” may be an answer here). Although/Because my favourite subject is actually _____, I plan to enjoy this class.

Sincerely,