





Writing	Email	Grades 6–12
<b>Task</b>	Respond to Peer E-mail	
<b>Look</b>  	Email: To: Maya@studentmail.com Re: Gifts from Puerto Rico  Hey! I'm leaving for Puerto Rico tomorrow and need to know what you want me to bring you back.  Remember, we are a small island, but I know I can find you whatever you want. Just let me know!  Friends,  Luna	
<b>Teach</b>  	Instruct students on writing styles for purpose and audience.  Be sure to check your work. Make sure you <ul style="list-style-type: none"> <li>• Give a suggestion</li> <li>• Organize ideas in a logical way</li> <li>• Use the right style for the task and audience</li> </ul>	
<b>Write</b>  	Read the email above. How should Maya respond to her friend Luna?  To: Luna@studentmail.com Re: Gifts from Puerto Rico  <hr/> <hr/> <hr/>	
<b>Try It If You Can</b>  	Write another email to Maya from Luna describing what you are doing in Puerto Rico. You might have to research a little to get some ideas.  Record yourself reading Luna's and Maya's emails to practice your oral language skills.  Write a letter to someone you would like to meet in the world (alive or dead).	