

## What is a letter?

A letter is a written text where it will be sent to the reader.

## Things to consider:

Purpose: What is the purpose of this letter?

Audience: Who will be reading the letter?

Format: What is the layout of a letter?

Tone: What tone would you use?

## My expectations:

- Accurate punctuation
- Ambitious word choice
- A range of sentence structures & lengths
- Use a range of techniques (simile, metaphor, personification etc.)
- Accurate spelling

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YOU SHOULD AIM TO WRITE 5 PARAGRAPHS FOR THIS TASK.