

Words That Move

Notice how a letter uses details and a clear request to influence a reader.

3.P.AC.2.b “Craft words and phrases in order to influence the responses, thoughts, decisions, and questions of the target audience and achieve a specific purpose. (I/C)”

NAME _____

DATE _____

1 READ AND MARK _____ Read it twice

YOUR JOB Underline the one sentence that tells Principal Morales exactly what to do. Circle two words or phrases that make adding the station sound helpful.

A Drink Near Recess

- ① Dear Principal Morales, our playground gets hot during afternoon recess. After running, many students feel thirsty, and the nearest water fountain is inside the building. A bottle-filling station near the playground would give students a quick drink. It could help us spend more of recess playing, talking, and moving instead of waiting in a long line indoors each day.
- ② Picture a student who has only a few minutes to play after eating lunch. That student may miss a game while walking inside for water. A station outdoors could keep the game going. It would also make it easier for students to refill reusable bottles, which can mean fewer single-use plastic bottles in our school trash each week.
- ③ Please ask the school council to add one bottle-filling station beside the playground before next spring. This choice would show that our school cares about healthy, active students. It could also help keep the playground lively, because students could get water quickly and return to their friends. Thank you for considering a small change that could help many students every day.

2 ANSWER WITH EVIDENCE Use the passage

1 Copy the sentence that tells Principal Morales exactly what to do.

2 How does the phrase “may miss a game” help persuade the principal?

3 What words in paragraph 2 show that the station could help reduce trash?

4 Why might the writer use the words “healthy, active students” in paragraph 3?

3 YOUR TURN Your own words

Write an exactly three-sentence note to a cafeteria manager asking for a fresh fruit choice at lunch. Include one clear request and at least two details meant to influence the manager’s decision.

PART 1 • READ AND MARK

Underline the one sentence that tells Principal Morales exactly what to do. Circle two words or phrases that make adding the station sound helpful. Accept any marking that follows this job and points at the right text.

PART 2 • ANSWERS

#	QUESTION	ANSWER
1	Copy the sentence that tells Principal Morales exactly what to do.	Please ask the school council to add one bottle-filling station beside the playground before next spring.
2	How does the phrase “may miss a game” help persuade the principal?	It shows that walking inside for water can take away students’ playtime.
3	What words in paragraph 2 show that the station could help reduce trash?	fewer single-use plastic bottles in our school trash
4	Why might the writer use the words “healthy, active students” in paragraph 3?	To make the principal think the station would show care for students’ health and activity.

PART 3 • YOUR TURN (SAMPLE ANSWER)

Dear Cafeteria Manager, please offer a fresh fruit choice at lunch. A crisp apple or juicy orange could give students a sweet, healthy option. Fruit could add bright color to trays and help students choose a filling snack.

Accept responses that identify the clear request and explain how details are chosen to affect the principal's thinking. For the writing task, accept any exactly three-sentence note with a clear request and at least two persuasive details.