

Change the Message

Notice how a speaker changes words, details, and tools for listeners.

4.P.CP.2 "Presentation: Use presentation skills to tailor communication to target audiences for specific purposes."

NAME _____

DATE _____

1 READ AND MARK _____ Read it twice

YOUR JOB Underline the words that name each audience, circle each purpose, and write 1, 2, or 3 beside one choice Ava made for each audience. These marks show how she changed her presentation to fit her listeners and goal.

Ava Shares Garden News

- ① Ava's class grew lettuce in the school garden. At the spring assembly, Ava gave a short presentation to students in grades three through five. Her purpose was to invite helpers for watering and weeding. She began, "Want to help our garden stay green?" She used simple words, spoke clearly, and showed a photo of students holding the first lettuce leaves.
- ② That evening, Ava shared the same garden news at Family Night. Her purpose changed, so her presentation changed too. She asked adults to donate empty yogurt cups for seedlings and to sign up for one Saturday workday. Instead of saying "Want to help?" she said, "Your cups can become homes for new plants." She showed a list of needed supplies and explained where families could leave them.
- ③ On Friday, Ava spoke with Principal Chen about placing a rain barrel near the garden. Her purpose was to get permission for the project. She used respectful language and brought a drawing that showed the barrel's location. Ava explained that the barrel could collect rainwater for plants. She also said the class would ask an adult to help and would keep the walkway clear.

2 ANSWER WITH EVIDENCE Use the passage

1 For the assembly, who was Ava speaking to, and what did she want them to do?

2 Which two details in the Family Night presentation made it useful for adults?

3 How did Ava change her request when she spoke to families instead of students?

4 Why were a drawing and respectful language good choices for Ava's talk with Principal Chen?

3 YOUR TURN Your own words

Choose one audience, classmates or families, and ask them to help with a class book swap. Write a three-sentence mini-presentation that states your purpose, makes a request, and includes a detail that matters to your audience.

PART 1 • READ AND MARK

Underline the words that name each audience, circle each purpose, and write 1, 2, or 3 beside one choice Ava made for each audience. These marks show how she changed her presentation to fit her listeners and goal. Accept any marking that follows this job and points at the right text.

PART 2 • ANSWERS

#	QUESTION	ANSWER
1	For the assembly, who was Ava speaking to, and what did she want them to do?	She spoke to students in grades three through five and wanted them to help water and weed the garden.
2	Which two details in the Family Night presentation made it useful for adults?	She asked for yogurt-cup donations and Saturday volunteers. She also showed needed supplies and explained where to leave them.
3	How did Ava change her request when she spoke to families instead of students?	For students, she asked them to help keep the garden green. For families, she asked for yogurt cups and sign-ups for a workday.
4	Why were a drawing and respectful language good choices for Ava's talk with Principal Chen?	Ava wanted the principal's permission, so the drawing showed the plan clearly and respectful language fit speaking to the principal.

PART 3 • YOUR TURN (SAMPLE ANSWER)

Families, our class needs gently used books for a book swap on Thursday evening in the library. Please send one or two books your child has finished reading. Your donations will give every student more choices to take home.

Accept answers that correctly connect Ava's words, details, or visual tools to the audience and purpose in the passage. For Part 3, look for exactly three sentences that fit the chosen audience, include a clear request, and give a useful audience-specific detail.