Words That Work

Study how an announcement guides its audience.

7.P.AC.3.a "Explore and create texts in various modes and genres, developing and applying knowledge of how specific features impact meaning, tone, style, purpose, and audience. (I/C)"

NAME _____ DATE _____

1 READ AND MARK

Read it twice

YOUR JOB Underline words that directly address students or tell them what to do. Circle the question and number two details that show why composting matters, then use your marks to notice how the announcement informs and persuades its audience.

From Tray to Garden

1 At noon, the cafeteria bins fill with apple cores, banana peels, and lettuce leaves. Starting Monday, Greenview Middle School will collect these food scraps for compost. Compost is a crumbly material made when natural waste breaks down. It can help the gardens behind the science wing hold water and nourish plants. Instead of sending every peel to a landfill, our school can turn part of its lunch waste into soil for the garden beds next spring.

2 Students, your choices at the sorting station matter. Look for the green bin with a picture of a leaf. Drop fruit and vegetable scraps inside, but keep wrappers, straws, and sauce packets out. A volunteer will stand nearby during the first week to answer questions. If you are unsure about an item, ask before tossing it. One careful choice takes seconds, yet it keeps plastic from mixing with the compost that gardeners will use later.

3 Why should a small lunch habit matter? Each bin of clean scraps shows that students can solve a local problem together. The environmental club will post weekly totals in the hallway, so everyone can see how much material stays out of the trash. Bring your questions, ideas, and sharp eyes to the cafeteria on Monday. Let us make the garden's next batch of soil begin with today's lunch. Choose the green bin and help keep the project clean.

2 ANSWER WITH EVIDENCE

Use the passage

1. Who is the main audience for this announcement? Give one phrase from the text that shows this.

2. How does the list of items to put in and keep out of the green bin support the announcement's purpose?

3. What effect does the question, “Why should a small lunch habit matter?” have on the tone and audience?

4. Why does the announcement say that weekly totals will be posted in the hallway?

3 YOUR TURN

Your own words

Write a three-sentence cafeteria announcement that asks students to take a different waste-reducing action. Include a direct address to students, one exact action, and a question or exclamation that shows why the action matters.

ANSWER KEY # Words That Work

GRADE 7 · 7.P.AC.3.a

PART 1 · READ AND MARK

Underline words that directly address students or tell them what to do. Circle the question and number two details that show why composting matters, then use your marks to notice how the announcement informs and persuades its audience. Accept any marking that follows this job and points at the right text.

PART 2 · ANSWERS

#	QUESTION	ANSWER
1	Who is the main audience for this announcement? Give one phrase from the text that shows this.	**The audience is Greenview Middle School students, especially students in the cafeteria. Evidence includes "Students, your choices" or "Bring your questions, ideas, and sharp eyes to the cafeteria."**
2	How does the list of items to put in and keep out of the green bin support the announcement's purpose?	**The specific list gives students clear sorting directions, helping keep plastic and other trash out of the compost.**
3	What effect does the question, "Why should a small lunch habit matter?" have on the tone and audience?	**It creates an inviting, thoughtful tone and encourages students to consider how their own actions can help.**
4	Why does the announcement say that weekly totals will be posted in the hallway?	**Posting totals lets students see the group's progress and can motivate them to keep participating.**

PART 3 · YOUR TURN (SAMPLE ANSWER)

Students, bring a refillable water bottle to lunch and fill it at the fountain instead of choosing a plastic bottle. Could one small switch keep more plastic bottles out of our trash? Put your bottle in your backpack tonight, and help our school use less plastic.

Accept announcements with exactly three sentences that clearly address students, name a specific waste-reducing action, and include a question or exclamation. The response should explain or suggest why the action matters through its wording, tone, or detail.