Story, Facts, Action

See how an announcement blends story, information, and clear requests.

7.P.CP.2.b "Integrate modes and genres most appropriate to purpose and audience. (I/C)"

NAME _____ DATE _____

1 READ AND MARK

Read it twice

YOUR JOB Underline the two opening sentences that tell Maya's experience, circle the six sentences that ask readers to act, and put a star beside details that help families plan for the event.

Pond Care Evening

1. Last spring, Maya Chen paused beside Willow Pond after school and noticed a green frog resting near a plastic bottle. She and her science club counted litter along the shore, then wondered how they could protect this small habitat. Frogs need clean water and safe places to hide, and pond plants help hold soil in place. On Thursday, October 8, Ridgeview Middle School will host a Pond Care Evening for students and families. The event begins at 5:30 p.m. near the east gate.

2. At the event, volunteers will give each family a map of the pond and a bag for collecting trash. Adults will supervise each work area. A short demonstration will show how to sort recyclables from items that belong in the landfill. The science club will also display photos from its spring litter count, so visitors can compare the shore before and after cleanup. The cleanup will end at 7 p.m. Bring a reusable water bottle. Wear closed-toe shoes because the bank can be muddy.

3. Your help can make the pond safer for wildlife and more welcoming for neighbors. Choose a task, such as handing out bags, recording the kinds of litter collected, or planting native sedges along the path. Add your name to the volunteer list by Tuesday, October 6. If you cannot attend, send clean, unused gardening gloves to Room 214. Share this announcement with an adult at home, and ask whether your family can join the cleanup that evening.

2 ANSWER WITH EVIDENCE

Use the passage

1. Which two sentences use a brief story, or narrative, to begin the announcement? Why is this a useful way to begin for students and families?

2. Name two planning details that help families decide whether they can attend. Explain why these details fit this audience.

3. Why does the writer include facts about frogs, pond plants, recycling, and litter?

4. How do the direct requests, such as bringing a water bottle or signing up, support the purpose of this announcement?

3 YOUR TURN

Your own words

Create a three-part announcement inviting students and families to a school event you choose. Include one sentence that creates a brief scene, two factual planning details, and three clear action requests, arranged so readers first care, then learn, then know what to do.

ANSWER KEY

Story, Facts, Action

GRADE 7 · 7.P.CP.2.b

PART 1 · READ AND MARK

Underline the two opening sentences that tell Maya's experience, circle the six sentences that ask readers to act, and put a star beside details that help families plan for the event. Accept any marking that follows this job and points at the right text.

PART 2 · ANSWERS

#	QUESTION	ANSWER
1	Which two sentences use a brief story, or narrative, to begin the announcement? Why is this a useful way to begin for students and families?	**The first two sentences about Maya noticing the frog and counting litter. They help readers care about the pond before learning about the event.**
2	Name two planning details that help families decide whether they can attend. Explain why these details fit this audience.	**The event begins at 5:30 p.m. near the east gate, and it ends at 7 p.m. Families need the time and location to plan transportation and schedules.**
3	Why does the writer include facts about frogs, pond plants, recycling, and litter?	**The facts explain why the cleanup matters and help visitors understand what they will do at the event.**
4	How do the direct requests, such as bringing a water bottle or signing up, support the purpose of this announcement?	**They give readers specific ways to participate in the pond cleanup.**

PART 3 · YOUR TURN (SAMPLE ANSWER)

Last winter, Luis opened a puzzle box in the library and found three classmates leaning in to solve it with him. Ridgeview Library Puzzle Night will take place Friday, November 13, from 6:00 to 7:30 p.m. in the school library. Families can try word, logic, and picture puzzles, and librarians will provide materials. Bring a family member or friend. Choose a puzzle table when you arrive. Sign up at the library desk by November 10.

Accept answers that correctly explain how the narrative creates interest, informational details help the audience plan or understand, and direct requests move readers toward action. For the open task, look for all required parts and an organization that fits an announcement for students and families.