Three Ways to Say It

Notice how writers shape a message for the people who will read it.

7.T.C.1 "Purpose & Audience: Analyze the impact of purpose and audience on a wide variety of texts."

NAME _____ DATE _____

1 READ AND MARK

Read it twice

YOUR JOB In each text, underline two words or phrases that show the intended audience, and circle two words or phrases that reveal what the writer wants that audience to do or understand.

One Project, Three Messages

1. TEXT 1, Library newsletter: Families can take home more than books this Saturday. The Riverton Library is opening a seed library, where cardholders may borrow packets of vegetable and flower seeds at no cost. Bring your library card to the front desk between 10 a.m. and noon. Staff members will show children and adults how to choose seeds for sunny or shady spaces. Planting guides and simple labels will be available, so first-time gardeners can start with confidence.

2. TEXT 2, Email to garden volunteers: Please arrive at the library's side gate at 9:30 a.m. on Saturday. Wear closed-toe shoes and bring gloves if you have them. Your team will sort donated seed packets, place waterproof labels in the beds, and carry watering cans to the courtyard. Check in with Ms. Ortiz before choosing a task. If rain begins, move the packets and labels inside the community room. These steps will help the event open safely and on time.

3. TEXT 3, Speech to the town council: Council members, please continue funding the library's seed library next year. A small budget can buy storage boxes, labels, and seeds that residents may borrow for their gardens. This program gives neighbors a shared place to learn about growing food and flowers. Funding also allows librarians to offer planting workshops for people who are new to gardening. By supporting this project, you can help the library serve residents in a practical, welcoming way.

2 ANSWER WITH EVIDENCE

Use the passage

1. Who is the intended audience for Text 1, and who is the intended audience for Text 2? Give one phrase from each text that supports your answer.

2. What is the purpose of Text 2? Explain how two details help accomplish that purpose.

3. How does the language in Text 1 fit its audience and purpose? Use two examples from the text.

4. What action does the writer want the audience of Text 3 to take? Which words make that request clear?

3 YOUR TURN

Your own words

Choose a school activity. Write two messages of exactly two sentences each: use the first to invite students to join the activity, and use the second to give adult volunteers directions. Change your words and details to fit each audience and purpose.

ANSWER KEY

Three Ways to Say It

GRADE 7 · 7.T.C.1

PART 1 · READ AND MARK

In each text, underline two words or phrases that show the intended audience, and circle two words or phrases that reveal what the writer wants that audience to do or understand. Accept any marking that follows this job and points at the right text.

PART 2 · ANSWERS

#	QUESTION	ANSWER
1	Who is the intended audience for Text 1, and who is the intended audience for Text 2? Give one phrase from each text that supports your answer.	**Text 1 targets families and library cardholders, supported by phrases such as "Families" or "Bring your library card." Text 2 targets garden volunteers, supported by "Email to garden volunteers" or "Your team."**
2	What is the purpose of Text 2? Explain how two details help accomplish that purpose.	**Text 2 gives volunteers directions so the event can run safely and on time. Details such as "Wear closed-toe shoes," "Check in with Ms. Ortiz," and instructions for rain guide volunteers' actions.**
3	How does the language in Text 1 fit its audience and purpose? Use two examples from the text.	**The language is welcoming and clear for families and new gardeners. "At no cost" makes the event appealing, while "first-time gardeners can start with confidence" reassures people who may not know much about planting.**
4	What action does the writer want the audience of Text 3 to take? Which words make that request clear?	**The writer wants town council members to keep funding the seed library. The request is clear in "Council members, please continue funding" and the explanation of what a small budget can buy.**

PART 3 · YOUR TURN (SAMPLE ANSWER)

Message to students: Turn your empty plastic bottles into something useful at Friday's recycling drive. Drop clean bottles in the blue bins by the cafeteria before the last bell. Message to adult volunteers: Please meet at the cafeteria at 2:45 p.m. Friday to weigh and sort the collected bottles. Wear gloves, record each bag's weight on the clipboard, and take full bags to the loading area.

Accept other supported descriptions of audience and purpose when students cite accurate language from the passage. For Part 3, accept varied activities if each message has exactly two sentences and clearly changes language, details, or tone for students versus adult volunteers.