Before It Prints

Revise for accuracy, publish for neighbors, then update.

11.2.W.5 "Students will routinely and recursively publish final drafts for an authentic audience (e.g., publishing digitally, community and professional audiences, newspapers and magazines, entering contests)."

NAME _____ DATE _____

1 READ AND MARK

Read it twice

YOUR JOB Underline the sentence that shows the final notice has reached its intended audience, and circle the two claims from the first draft that the writer changed. Number the two actions the writer plans to take after the center announces its decision.

A Notice for Harbor Court

1. This is the final version of my notice in the June issue of the Harbor Court Bulletin, which volunteers deliver to neighbors in our apartment buildings. The community center has asked residents where a new bike rack would be most useful. Some riders lock their bicycles to the fence near the front door, where the narrow walkway can become crowded. A rack could give riders a clearer place to park, but no location has been selected. If you use the center, consider when you arrive and which entrance you use before suggesting a spot.

2. My first draft announced that the rack would go beside the front steps next Friday. That sentence sounded certain, but the center's posted notice only asked for suggestions. Before this bulletin went to print, I checked the notice again and replaced my claim with the accurate statement above: no location has been selected. I also changed 'everyone wants a rack' to a description of the crowded walkway. Those edits matter to neighbors deciding whether to comment. A false deadline might rush them, while a false location might stop them from offering a better one.

3. To send a suggestion, place a note in the community center's comment box by the front desk before June 20. Name the entrance you mean and explain how your choice would keep the walkway clear. This printed bulletin is one way to reach neighbors now, but it should not be the last word. After the center announces its decision, I will check the new details and publish an update in the next issue. If a reader spots an error in this notice, I will verify it and correct the update before it reaches the buildings.

2 ANSWER WITH EVIDENCE

Use the passage

1. What shows that this is a published final notice rather than a draft waiting to be shared?

2. How did checking the center's posted notice change the writer's final draft?

3. Why does the Bulletin's delivery method fit the audience for this notice?

4. How will the writer use new information to publish again?

3 YOUR TURN

Your own words

Write a one-sentence draft about a real school resource or concern, then revise it into a two-sentence notice for another student who could use it. Publish the final notice by handing it to that student, and record what you changed, the reader's first name, and the delivery date.

ANSWER KEY

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GRADE 11 · 11.2.W.5

PART 1 · READ AND MARK

Underline the sentence that shows the final notice has reached its intended audience, and circle the two claims from the first draft that the writer changed. Number the two actions the writer plans to take after the center announces its decision. Accept any marking that follows this job and points at the right text.

PART 2 · ANSWERS

#	QUESTION	ANSWER
1	What shows that this is a published final notice rather than a draft waiting to be shared?	**It appears in the June issue of the Harbor Court Bulletin, which volunteers deliver to neighbors.**
2	How did checking the center's posted notice change the writer's final draft?	**The writer removed the unsupported location and Friday deadline and stated that no location has been selected.**
3	Why does the Bulletin's delivery method fit the audience for this notice?	**Volunteers deliver it to neighbors in the apartment buildings, the people the notice asks to consider where a rack would be useful.**
4	How will the writer use new information to publish again?	**The writer will check the center's decision and publish an update in the next issue, verifying and correcting any error a reader reports.**

PART 3 · YOUR TURN (SAMPLE ANSWER)

Draft: The library is always open after school.
Final notice: Need a quiet place to read? Ask the school librarian about study space and current hours.
Change: I removed an unverified claim about hours and gave the reader a useful next step.
Published: Handed to Maya on November 8.

Accept a meaningful revision that makes the notice more accurate or useful to its student reader. The publication record should identify an actual student and the date the final notice was handed to that student.