Notice, Revised

A published notice changes when readers need clearer directions.

8.2.W.5 "Students will routinely and recursively publish final drafts for an authentic audience (e.g., publishing digitally, performing, entering contests)."

NAME _____ DATE _____

1 READ AND MARK

Read it twice

YOUR JOB Underline two directions clarified for readers, circle two clues about where this notice is published, and number the three steps the writer repeats before each new version goes out.

Supply Swap Notice

1 Last month, our library newsletter invited students to leave broken pencils and empty pens in a box labeled "Supplies to Sort." Several readers asked whether the box was for donations or trash. Here is the corrected invitation: bring clean, usable school supplies you no longer need to the blue bin beside the library desk. Take what you need from the same bin. Please do not leave leaking pens, used tissues, or anything with sharp edges. This version appears in Friday's printed newsletter and on the library's student page.

2 One reader, Sam, emailed that the original notice did not say when the bin would be checked. Our library aides will sort it after school each Thursday, and the librarian will remove damaged items. If the bin is full, hold on to your supplies until the next school day rather than placing them on the floor. We changed those directions before publishing this update because people who stop by during a busy lunch need clear steps, not guesses. The printed notice also uses large type so it is easy to scan.

3 This is the second version of our supply swap notice, not the last one we will write. Every Friday, I collect reader comments and ask the library aides which directions caused confusion. Next, I revise the notice and check the details with the librarian. Then I publish the updated version in the next newsletter and online. If you try the swap, send one question or suggestion to the student page. Your response could help make next week's notice more useful for everyone who uses the library.

2 ANSWER WITH EVIDENCE

Use the passage

1. Who is the audience for this published notice? Give one detail that shows the notice is written for them.

2. Where is this version published? How might each place help it reach students?

3. Choose one piece of reader feedback. What did the writer change in response before publishing this version?

4. What three steps will the writer repeat before the next version reaches readers?

3 YOUR TURN

Your own words

Write a 65 to 90 word final notice for students about a school event or service you invent. Include a clear action for readers, say where the notice will be published, and explain how you will use reader responses to revise and publish a later version.

ANSWER KEY

Notice, Revised

GRADE 8 · 8.2.W.5

PART 1 · READ AND MARK

Underline two directions clarified for readers, circle two clues about where this notice is published, and number the three steps the writer repeats before each new version goes out. Accept any marking that follows this job and points at the right text.

PART 2 · ANSWERS

#	QUESTION	ANSWER
1	Who is the audience for this published notice? Give one detail that shows the notice is written for them.	**Students who use the library are the audience. The notice tells them where to bring supplies and how to take what they need.**
2	Where is this version published? How might each place help it reach students?	**It appears in the printed newsletter and on the library's student page. Students can find it in print or online.**
3	Choose one piece of reader feedback. What did the writer change in response before publishing this version?	**Sam asked when the bin would be checked. The writer added that library aides sort it after school each Thursday.**
4	What three steps will the writer repeat before the next version reaches readers?	**The writer will collect reader comments, revise and check the notice, then publish the update in the newsletter and online.**

PART 3 · YOUR TURN (SAMPLE ANSWER)

Library Game Hour starts next Wednesday after school in Room 12. Students in grades 6 through 8 can bring a board game or choose one from the library cart. Sign up at the library desk by Tuesday so we can set out enough tables. This notice will appear in the printed school newsletter. If the sign-up instructions confuse anyone, send a question to the library desk. I will use those questions to clarify the wording and publish an updated notice in next week's newsletter.

Accept other passage-supported audience clues, publication benefits, and feedback-driven changes. For Part 3, look for a complete notice within the word range, a publication location, and a specific plan to use reader responses in a later published version.