Speak With Purpose

Analyze a model, then deliver a spoken digital announcement.

7.DL.16 "Convey ideas in an appropriate digital format with specific attention to subject, occasion, audience, purpose, and tone."

NAME _____ DATE _____

1 READ AND MARK

Read it twice

YOUR JOB Prepare for your spoken announcement: underline the audience, circle the online action, and number two welcoming phrases in this model post.

Student News: Supply Swap

1. Seventh and eighth graders, your half-used notebooks and extra folders could help someone start the next term prepared. The school library will host a Supply Swap on Thursday after school, from 3:15 to 4:15 p.m. Bring supplies you no longer need, or stop by to pick up something useful. You do not have to bring an item to take one. Instead of tossing a good binder into the trash, let it find a new desk.

2. Bring clean folders, working pens, sturdy binders, or unopened packs of paper to the library desk before lunch on Thursday. Leave out anything broken, leaking, or marked with private information. Library volunteers will sort donations by type, then set them on labeled tables after school. Need supplies but have nothing to trade? Come anyway. The swap is free, and you can pick up what you will actually use. Keeping supplies in circulation also means fewer useful items end up in the trash.

3. Want to help run the event? Open the Volunteer Sign-Up form on the student news page by Tuesday at 4 p.m. You can choose a twenty-minute shift to greet visitors or sort supplies. If you cannot volunteer, share this post with a classmate who might need a binder or want to donate one. Please do not post a classmate's name or needs in the comments. A simple, respectful invitation can make the swap feel welcoming to everyone.

2 ANSWER WITH EVIDENCE

Use the passage

1. What is the subject of this post, and what occasion makes it timely?

2. Who is the intended audience? Give two details from the post that show this.

3. What does the post want readers to do? How does the student news page help them take one of those actions?

4. What tone does the post use? Give two details that create it.

3 YOUR TURN

Your own words

Plan a 70 to 90 word spoken announcement for a lunchtime book recommendation wall. Include a heading, when and where to add recommendations, and an invitation to suggest titles through an online form. Choose a narrated digital slide, audio recording, or short video. Write your script below, then actually deliver or record it for students in a welcoming tone. Use a teacher-provided device or shared classroom display; a paper script alone is preparation. No public upload is needed.

ANSWER KEY

Speak With Purpose

GRADE 7 · 7.DL.16

PART 1 · READ AND MARK

Prepare for your spoken announcement: underline the audience, circle the online action, and number two welcoming phrases in this model post. Accept any marking that follows this job and points at the right text.

PART 2 · ANSWERS

#	QUESTION	ANSWER
1	What is the subject of this post, and what occasion makes it timely?	**The subject is the school Supply Swap. It is timely because the swap takes place Thursday after school.**
2	Who is the intended audience? Give two details from the post that show this.	**The audience is seventh and eighth graders. The post addresses them directly and refers to supplies they can bring or pick up.**
3	What does the post want readers to do? How does the student news page help them take one of those actions?	**It invites students to donate or pick up supplies and to volunteer or share the post. Students can open the Volunteer Sign-Up form on the student news page.**
4	What tone does the post use? Give two details that create it.	**The tone is welcoming and respectful. It says students can take supplies without bringing any and asks readers not to post classmates' private needs in the comments.**

PART 3 · YOUR TURN (SAMPLE ANSWER)

Format: narrated digital slide.
Sample spoken script:
Book Wall: Share a Favorite
Need a new book to read? Visit the recommendation wall outside the library during lunch next Wednesday. Write a book title and one reason you liked it on a card, then add your card to the wall. You can also suggest a title through the Book Wall form on the student news page before Wednesday morning. Your pick might lead someone to a story they would never have found alone. All genres are welcome, from mysteries to graphic novels.

Accept supported passage answers. Part 3 requires actual spoken delivery using the chosen digital format, not only a script. Provide a device or shared display. Listen for a clear student audience, time/place, online form, welcoming tone, and fit to subject, occasion, purpose, and format. The 70–90 words guide script planning. Accept equivalent formats and phrasing. The sample is a possible spoken script, not evidence that a student has performed.