

One Garden, Three Messages

Compare how a notice, social caption, and letter address different readers.

9.T.C.1 "Purposes & Audiences: Analyze the impact of purpose and audience on a wide variety of texts."

NAME _____

DATE _____

1 READ AND MARK _____ Read it twice

YOUR JOB These are three fictional practice texts about the same unapproved garden proposal. Underline language that identifies each audience. Circle a choice that serves each writer's purpose. Compare actual wording and organization; all necessary text is printed below.

Before the Garden Vote

A. City website notice

Riverside Council is considering a native plant garden beside the library. No construction or planting has been approved.

Residents, neighbors, and library users may comment at the May 6 meeting in Council Room 2 at six in the evening. Staff will present the proposed design, estimated costs, and questions about paths and parking.

Please explain which features you support or would change and why. Council will review comments before deciding whether to approve the project.

B. Youth group social caption

Want a say in our proposed library garden? Bring your ideas!

Riverside teens and families: tell us what you would want to grow and how the space could welcome visitors. Join our idea session at the youth center on May 2 at four in the afternoon.

Invite a friend and add your suggestions to our comment letter for the May 6 council meeting. This is an idea session, not a planting day: the garden still needs approval.

C. Business owner letter

Dear Council Members,

Please revise the proposed library garden design before approving it. I own the shop next door, and deliveries currently enter from the lane beside the proposed site.

Ask staff to show how deliveries and customer access would work during construction and after the garden opens. Share that information with neighboring shops before the vote. I support a garden that keeps access workable; without those details, I cannot support the current design.

Sincerely, Jo Rivera, neighboring shop owner

2 ANSWER WITH EVIDENCE Use the passage

1 Who is the notice addressing, and how do two details help that audience participate?

2 How do the caption's direct question and invitation to bring a friend support its audience and purpose?

3 Why does the letter focus on access and address council members instead of all residents?

4 Compare the notice and letter: how do their purposes change their wording and organization?

3 YOUR TURN

Your own words

Choose an imagined school proposal and one audience. Write a 55–70-word message to inform, persuade, or request feedback. Keep the proposal's status clear. Then write one separate sentence naming your audience and purpose and explaining two wording or organization choices.

1. Write your message

Label the audience and intended format. Write 55–70 words for that audience; include practical details that fit your purpose. The label is outside the word count.

2. Explain the choices

Write one separate sentence naming the audience and purpose and connecting two specific choices to them.

PART 1 • READ AND MARK

These are three fictional practice texts about the same unapproved garden proposal. Underline language that identifies each audience. Circle a choice that serves each writer's purpose. Compare actual wording and organization; all necessary text is printed below. Accept any marking that follows this job and points at the right text.

PART 2 • ANSWERS

#	QUESTION	ANSWER
1	Who is the notice addressing, and how do two details help that audience participate?	Residents, neighbors and library users. Meeting time/place allow attendance; the topics and request for supported comments help them prepare. Accept any two supported details.
2	How do the caption's direct question and invitation to bring a friend support its audience and purpose?	They address teens/families personally and make joining an idea session feel social and approachable, encouraging suggestions for a comment letter.
3	Why does the letter focus on access and address council members instead of all residents?	The writer's shop depends on access. Council can require design information or revisions before approving, so the letter targets decision-makers with a specific request.
4	Compare the notice and letter: how do their purposes change their wording and organization?	The notice gives broad participation details and invites different opinions. The letter identifies a particular concern, explains the writer's stake, and asks officials to act before approval. Cite wording from both.

PART 3 · YOUR TURN (SAMPLE ANSWER)

Practice message - imagined proposal

Families of Lincoln High, the district is considering a later start next fall. Share how an eight forty-five morning opening would affect bus rides, jobs, and care after school at our Thursday listening session in the cafeteria at six in the evening. Your specific examples will help the board weigh the proposal. Please bring a written comment or speak for two minutes.

Separate explanation

I address families to gather feedback, using a specific meeting time so they can plan and naming daily responsibilities so they know which examples would help.

TEACHER ASSESSMENT NOTES

The three source formats are printed, not merely described. Accept defensible comparisons tied to actual wording and organization. All three concern a proposal awaiting approval; the youth event gathers ideas. Check a 55-70-word message and a separate explanatory sentence. Accept any appropriate imagined school issue.