

Make the Case

Study how a proposal guides an audience from need to action.

10.P.CP.2.a "Communicate clearly to present ideas, information, and texts. (I/C)"

NAME _____

DATE _____

1 READ AND MARK _____ Read it twice

YOUR JOB In paragraph 1, underline the sentence beginning "Our school can solve" that states the proposed installation. Circle any two details explaining the need. In paragraph 3, number the three presentation steps in order.

A Proposal for Refill Stations

- ① Every afternoon, students leave practice with empty bottles and search for a working fountain. Our school can solve this problem by installing two bottle-refill stations, one near the gym and one by the library. The stations would make drinking water easier to reach and reduce single-use plastic bottles. We ask the student council to recommend them in next year's facilities budget.
- ② The gym station would serve athletes and physical education students after exercise. The library station would serve students studying or attending club meetings. These locations would prevent long walks across campus and spread demand between two machines. Before selecting models, the facilities manager should compare installation costs, filter replacement schedules, and access to plumbing. These details help the council judge whether the plan is practical and maintainable.
- ③ To present the proposal, begin with a map showing both locations and a caption explaining who each serves. Next, show a slide listing the decision factors in order: cost, filter schedule, and plumbing access. Finish with a slide asking council members to seek estimates and report back at their October meeting. Clear headings, specific places, and a dated next step help listeners understand the request and their role.

2 ANSWER WITH EVIDENCE Use the passage

1 What action does the proposal ask the student council to take?

2 How does paragraph 2 connect each proposed location to a group of users?

3 Which three factors should the facilities manager compare before selecting models? Explain why naming these factors makes the proposal clearer.

4 What will the final slide ask council members to do, and when should they report back?

Write a three-paragraph proposal of 120 to 150 words for a school improvement other than refill stations. State a clear request and audience, include two precise supporting details, and describe a visual or organized presentation feature plus a specific next step.

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

PART 1 • READ AND MARK

In paragraph 1, underline the sentence beginning "Our school can solve" that states the proposed installation. Circle any two details explaining the need. In paragraph 3, number the three presentation steps in order. Accept any marking that follows this job and points at the right text.

PART 2 • ANSWERS

#	QUESTION	ANSWER
1	What action does the proposal ask the student council to take?	Recommend two bottle-refill stations in next year's facilities budget.
2	How does paragraph 2 connect each proposed location to a group of users?	The gym station serves athletes and physical education students, while the library station serves students studying or attending club meetings.
3	Which three factors should the facilities manager compare before selecting models? Explain why naming these factors makes the proposal clearer.	Installation costs, filter replacement schedules, and access to plumbing. Naming them shows exactly how the council can judge whether the plan is practical and maintainable.
4	What will the final slide ask council members to do, and when should they report back?	It will ask them to seek estimates and report back at their October meeting.

PART 3 · YOUR TURN (SAMPLE ANSWER)

Students waiting for late buses stand in direct sun or rain beside the east parking lot. I propose that the transportation office install a covered shelter with a bench at that stop. The shelter would give riders a safer, more comfortable place to wait, especially during storms and high temperatures.

About forty students use the late bus on weekdays, according to the sign-in list kept by the activity office. The stop has no roof, and its nearest covered entrance is across the busy pickup lane. A shelter placed beside the existing curb would keep students near the bus route and away from moving cars.

For the transportation meeting, I would show a labeled photo of the stop and a slide listing cost, location, and maintenance needs. I ask the office to request two price estimates by November 15 and share them with student representatives.

Accept equivalent answers that accurately identify the proposal's request, audience, supporting details, and planned presentation choices. For the open task, accept varied topics if the response has three paragraphs, 120 to 150 words, a clear audience and request, precise support, an organized presentation feature, and a specific next step.