Make the Case

Follow one writer's choices from draft to final request.

7.W.5 "Develop and strengthen writing as needed. Employ the writing process by planning, drafting, revising, editing, rewriting, or trying a new approach. Focus on how well purpose and audience have been addressed..."

NAME _____ DATE _____

1 READ AND MARK

Read it twice

YOUR JOB Underline two details Maya adds to make her request workable for the vice principal. Circle one change she makes after someone questions a claim.

A Place to Read

1 At lunch, Maya often struggled to read in the noisy cafeteria. She wanted the library to open during lunch twice a week, so she drafted an email to the vice principal, who helped set building schedules. Her first version said, "The cafeteria is too loud. Open the library at lunch." Maya reread it and noticed that she had not named which days she wanted or explained how students would use the space. She left the draft open rather than sending it.

2 Her classmate Eli read the email and asked, "Would students still eat in the cafeteria? Who would watch the library?" Maya realized that the vice principal might worry about supervision and cleanup. She revised her request to suggest a four-week trial on Tuesdays and Thursdays, with students entering after they finished eating. She also added that the librarian had agreed to supervise during those lunches, but only if the schedule was approved. Instead of demanding a change, Maya asked whether the plan could be tested and reviewed after four weeks.

3 Before sending the email, Maya showed it to the librarian. The librarian advised her not to claim that all students wanted the same thing, since Maya had only talked with a few classmates. Maya replaced "Everyone needs a quiet lunch" with "Several students I spoke with would use a quiet place to read." A spelling tool then flagged "studnets," which Maya corrected to "students." Finally, she tried a new opening: "After I finish lunch, I look for a quiet place to read." That detail made her reason clear without speaking for everyone.

2 ANSWER WITH EVIDENCE

Use the passage

1. What two details were missing from Maya's first email? Why would one of them matter to the vice principal?

2. How did Maya revise her request to address one concern in Eli's questions?

3. Why was Maya's replacement for "Everyone needs a quiet lunch" better suited to an email to the vice principal?

4. Which change in the passage is an edit for a writing convention rather than a revision of an idea? Explain.

3 YOUR TURN

Your own words

Write a two-sentence draft request to the principal for a water bottle refill station near the gym. Then write a two- or three-sentence rewrite that addresses one concern the principal might have, and name that concern in a short note.

ANSWER KEY

Make the Case

GRADE 7 · 7.W.5

PART 1 · READ AND MARK

Underline two details Maya adds to make her request workable for the vice principal. Circle one change she makes after someone questions a claim. Accept any marking that follows this job and points at the right text.

PART 2 · ANSWERS

#	QUESTION	ANSWER
1	What two details were missing from Maya's first email? Why would one of them matter to the vice principal?	**It did not name the days or explain how students would use the library. Naming days would help the vice principal consider a schedule.**
2	How did Maya revise her request to address one concern in Eli's questions?	**To address where students would eat, Maya said they would enter the library after eating. To address supervision, she included the librarian's offer to supervise if the schedule was approved.**
3	Why was Maya's replacement for "Everyone needs a quiet lunch" better suited to an email to the vice principal?	**It limits the claim to students Maya actually spoke with, making her request more accurate and credible.**
4	Which change in the passage is an edit for a writing convention rather than a revision of an idea? Explain.	**Changing "studnets" to "students" corrects a spelling error without changing the idea.**

PART 3 · YOUR TURN (SAMPLE ANSWER)

Draft: We need a water bottle refill station near the gym. Please put one there.
Rewrite: Could our school consider a water bottle refill station near the gym? Students coming from PE could fill their bottles before their next class. Could the office check installation costs and plumbing before deciding whether the project is possible?
Concern: Cost and installation.

For the marking job, accept the trial days, the entry plan, or the librarian's conditional offer as workable details. For Your Turn, accept different plausible concerns if the rewrite addresses the named concern and follows the sentence counts.