

Tone Match

Sort language by the audience and situation it fits.

12.LU "The student will use the conventions of Standard English when speaking and writing, differentiating between contexts that call for formal English and situations where informal discourse is more appropriate..."

NAME _____

DATE _____

FORMAL ENGLISH

Use formal English for academic, professional, and official situations. Choose precise words, complete sentences, and a respectful tone.

The museum will open its new exhibit in October.

INFORMAL DISCOURSE

Use informal discourse in relaxed conversations with people you know well. It may include contractions, casual wording, or slang.

We're grabbing tacos after rehearsal.

1 SORT

8 items

Circle FORMAL or INFORMAL for each item, then choose two items and explain which words, tone, or context clues led you to each choice.

1. Dear Dr. Chen, I am writing to request an appointment.

FORMAL

INFORMAL

2. Please submit the completed form by 3:00 p.m.

FORMAL

INFORMAL

3. OMG, that movie was wild!

FORMAL

INFORMAL

4. The data indicate a significant increase in rainfall.

FORMAL

INFORMAL

5. Can you send me the notes? Thx!

FORMAL

INFORMAL

6. That test was brutal, not gonna lie.

FORMAL

INFORMAL

7. I appreciate your consideration of my application.

FORMAL

INFORMAL

8. Could you clarify the assignment requirements?

FORMAL

INFORMAL

2 PROVE IT Explain your thinking

Pick two items from Part 1. For each one, tell how you knew where it belonged.

ITEM # _____ HOW I KNEW _____

ITEM # _____ HOW I KNEW _____

3 MAKE YOUR OWN One of each

Write one new example of FORMAL English and one new example of INFORMAL discourse.

FORMAL _____

INFORMAL _____

CHALLENGE

Rewrite this message for a teacher in formal English, then name two changes you made: "Hey, I missed class. Can u tell me what I gotta do?"

PART 1 • SORT

#	ITEM	CATEGORY	WHY
1	Dear Dr. Chen, I am writing to request an appointment.	FORMAL	A professional greeting and precise request fit communication with a doctor.
2	Please submit the completed form by 3:00 p.m.	FORMAL	The precise, professional wording fits an official instruction.
3	OMG, that movie was wild!	INFORMAL	The abbreviation and slang fit casual conversation.
4	The data indicate a significant increase in rainfall.	FORMAL	The objective, academic wording fits formal writing.
5	Can you send me the notes? Thx!	INFORMAL	The text abbreviation and casual request fit an informal message.
6	That test was brutal, not gonna lie.	INFORMAL	The slang phrase and conversational tone are informal.
7	I appreciate your consideration of my application.	FORMAL	This is a respectful, professional statement.
8	Could you clarify the assignment requirements?	FORMAL	The complete, polite question fits communication with a teacher or other professional.

PART 2 • PROVE IT

Accept any explanation that names the deciding feature from the rule box for the chosen item.

PART 3 • MAKE YOUR OWN (SAMPLE ANSWERS)

- **FORMAL:** I would be grateful for an extension until Monday.
- **INFORMAL:** I'll catch you after practice.

Challenge: Dear Ms. Rivera, I was absent from class. Could you please tell me which assignments I need to complete? Changes: I replaced the text abbreviation "u" with "you," and I changed the casual question into a polite, complete request.

Accept Part 2 explanations that accurately identify audience, purpose, word choice, sentence completeness, abbreviations, slang, or tone. Other student-created examples are acceptable when their language clearly fits the selected register.