Plan Before You Write

Notice how a writer plans for readers and a reason.

2.W.2.A.ii "Engage in writing as a process to plan writing based on purpose and genre. This includes: Identifying the audience and purpose of the writing."

NAME _____ DATE _____

1 READ AND MARK

Read it twice

YOUR JOB Underline words that tell who will read this notice. Circle words that tell what the readers will do, so you can find the audience and purpose.

Saturday Seed Day

1. Hello, River Club members! Bring a small shovel and a water bottle to the garden gate at 10:00 Saturday. We will plant sunflower seeds beside the walking path. Wear clothes that can get dirty.

2. Your hands can make the park bright for people and birds. A club leader will show you how deep to press each seed. Then you can add water and place a tiny sign by your spot.

3. At noon, we will share apple slices and look at the new garden row. Ask a grown-up to come with you if you need help getting there. The seeds will need sunshine, water, and time to grow.

2 ANSWER WITH EVIDENCE

Use the passage

1. Who will most likely read this notice?

2. What does the writer want readers to do?

3. Write two details that help readers know how to join Seed Day.

3 YOUR TURN

Your own words

Plan a note that invites your classmates to a book swap. Write the audience, the purpose, and two details your readers need.

ANSWER KEY

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GRADE 2 · 2.W.2.A.ii

PART 1 · READ AND MARK

Underline words that tell who will read this notice. Circle words that tell what the readers will do, so you can find the audience and purpose. Accept any marking that follows this job and points at the right text.

PART 2 · ANSWERS

#	QUESTION	ANSWER
1	Who will most likely read this notice?	**River Club members.**
2	What does the writer want readers to do?	**Come plant sunflower seeds at the park garden.**
3	Write two details that help readers know how to join Seed Day.	**Answers may include bring a small shovel, bring a water bottle, meet at the garden gate at 10:00 Saturday, wear clothes that can get dirty, or ask a grown-up for help getting there.**

PART 3 · YOUR TURN (SAMPLE ANSWER)

Audience: My classmates. Purpose: Invite them to a book swap. Details: Bring one book you have finished, and meet by the classroom library at 1:30 on Friday.

Accept audience answers that identify River Club members or club members. For the open task, accept a clear audience, a reason for writing, and two useful details that fit the book swap.