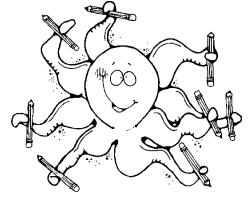


Howard Elementary
WRITING SAMPLE ADMINISTRATIVE GUIDELINES

Teachers, please read these directions to your students. After you read these directions, read both writing prompts, out loud, to the entire class. Visually display the writing prompts for student reference.



SCRIPT (All):

The teachers at Howard Elementary are interested in the writing abilities of all our students. In every class, students are going to spend the next one to two weeks writing. All the teachers are going to share the work of scoring these writing samples. Please take your time and give us a sample of your best work; work you can be proud of.

Grades K-2 Script Continues:

You will get one day for drawing a picture, one day for writing your rough draft, one day for revisions to make your story even better, and one day for publishing your draft (KG and 1st graders will likely compose a single draft). I will give you as much time as you need, as long as you are using your time wisely.

Grades 3-5 Script Continues:

You will get one day for prewriting, one day for writing your rough draft, one day for revising/editing your draft, and one day for publishing your draft. I will give you as much time as you need, as long as you are using your time wisely.

Script ALL Continues:

Please **DO NOT** put your name on this paper. I will write a number on your paper instead. Remember to organize your story well by including a beginning, middle, and end. Be sure and include lots of interesting words and details. You should also check for correct punctuation by ensuring you have capitals and end marks where they belong. There is no length requirement. However, the paper should be long enough to have a well-developed beginning, middle, and end. Most importantly, do your best!

This is an independent activity. I am not available to help you, and you may not get any help from your classmates. However, you are able to utilize resources we have in our classroom to assist in your writing, such as posters, writing folders, handouts, and graphic organizers. Dictionaries, thesauruses, and individual "Word Dictionaries" are allowed. We will not be using our laptops for this activity; your work will be done using paper and pencil (no pens, please). Your best handwriting should be used when publishing your final draft (grades 2-5).

Remember, when you are done, you may choose one of the following quiet activities (provide students with quiet options appropriate for your class).

Please begin.

