

**10-23-17 Title**  
What's your favorite letter? What's your favorite type of letter? Explain. -OR- Write down the quote of the day, discuss it, explain it, and relate to it.

Today is **October 23, 2017**

**What are we doing today?**

1. Journal entry
2. Writing for 10 minutes
3. Reflection
4. Intro to Pre-Writing/Drafting Letters
5. Discuss Thank You letters
6. Exit Ticket: *(Choose one. Write 2 complete sentences. Label your choice.)*
  - A. What does knowing how to properly draft a letter help you for in your future? Can you see a use in this technique/skill? Explain.
  - B. Did you reach the objective, today? Why or why not?

**What's DUE?**

**TODAY**  
N/A

**FRIDAY**  
Letters

**What I need:**

Notebook  
Computer  
Pen/Pencil  
Binder - Notes  
**An Open MIND**

**Daily Objective**

*I can...manage and use my time well in order to complete assigned tasks as established in class expectations.*

## 10-24-17 Title

What would you like to accomplish this week?  
Make a list of 5 things you wish to accomplish.

-OR-

Write down the quote of the day, discuss it, explain it, and relate to it.

Today is **October 24, 2017**

### What are we doing today?

1. Journal entry
2. Writing for 10 minutes
3. Reflection
4. Drafting Letters - Letter to Self
5. Complete/Finish Thank you Letter (Veteran)
6. Drafting Letters - Formal Business Letter
7. Exit Ticket: *(Choose one. Write 2 complete sentences. Label your choice.)*
  - A. What structural questions do you have with drafting this/these letters? Have you followed the structure before? Explain.
  - B. Did you reach the objective, today? Why or why not?

### What's DUE?

**TODAY**  
N/A  
**FRIDAY**  
Letters

### What I need:

Notebook  
Computer  
Pen/Pencil  
Binder - Notes  
An Open MIND

### Daily Objective

*I can...manage and use my time well in order to complete assigned tasks as established in class expectations, using proper format, structure and grammar as well.*

## 10-25-17 *Title*

Discuss the application process for a job. Have you ever applied? How did that process work? Explain.

-OR-

Write down the quote of the day, discuss it, explain it, and relate to it.

Today is **October 25, 2017**

### What are we doing today?

1. Journal entry
2. Writing for 10 minutes
3. Reflection
4. Prep for Peer Edits
5. Complete/Finish Letters (Veteran, Self)
6. Drafting Letters - Formal Business Letter
7. Exit Ticket: *(Choose one. Write 2 complete sentences. Label your choice.)*
  - A. What other skills do you see applying to your future that we've covered in class so far? Explain.
  - B. Did you reach the objective, today? Why or why not?

### What's DUE?

**TODAY**  
N/A  
**FRIDAY**  
Letters

### What I need:

Notebook  
Computer  
Pen/Pencil  
Binder - Notes  
An Open MIND

### Daily Objective

*I can...manage and use my time well in order to complete assigned tasks as established in class expectations, using proper format, structure and grammar as well.*

## 10-26-17 *Title*

Discuss what philosophical thoughts you ponder. Explain. (Be sure to use the full time allowed.)

-OR-

Write down the quote of the day, discuss it, explain it, and relate to it.

Today is **October 26, 2017**

### What are we doing today?

1. Journal entry
2. Writing for 10 minutes
3. Reflection
4. Peer Edits
5. Complete/Finish Letters
6. Revise/Edit Letters
7. Exit Ticket: *(Choose one. Write 2 complete sentences. Label your choice.)*
  - A. Have the peer edits helped? Have you been honest with your partner? Have they been honest with you? Explain.
  - B. Did you reach the objective, today? Why or why not?

#### What's DUE?

**TODAY**  
Rough Letters Draft  
Peer Edits  
**FRIDAY**  
Final Letters Drafts

#### What I need:

Notebook  
Computer  
Pen/Pencil  
Binder - Notes  
**An Open MIND**

### Daily Objective

*I can...manage and use my time well in order to complete assigned tasks as established in class expectations, using proper format, structure and grammar as well.*

**10-27-17 Title**

**It's Friday! FREE WRITE!**  
Be sure to explain and write  
for the full time given.

**-OR-**

Write down the quote of the  
day, discuss it, explain it,  
and relate to it.

Today is **October 27, 2017**

**What are we doing today?**

1. Journal entry
2. Writing for 10 minutes
3. Reflection
4. Letters DUE
5. Complete/Finish Letters
6. Finish Letter Revisions
7. Exit Ticket: *(Choose one. Write 2 complete sentences. Label your choice.)*
  - A. How have you utilized the time given to complete your assignments in Writing? Has it been too much/not enough? Explain.
  - B. Did you reach the objective, today? Why or why not?

**What's DUE?**

**TODAY**  
Rough Letters Draft  
Peer Edits  
**FRIDAY**  
Final Letters Drafts

**What I need:**

Notebook  
Computer  
Pen/Pencil  
Binder - Notes  
**An Open MIND**

**Daily Objective**

*I can...manage and use my time well in order to submit assigned tasks as established in class expectations, using proper format, structure, and grammar as well.*