

## Letter to the Editor

Steps to posting your Opinion Article on to the Web site

1. Go to schs.ca
2. Click on “Extra Curricular”, “Writer’s Society”, “Submit Pieces”
3. Insert title in title field.
4. Put your initials only in author field (for security reasons)
5. Copy and paste your document.
  - a. Format you document.
  - b. Enter two spaces and include the name (or type) of newspaper/magazine your article was printed in.
6. Fill in security code.
7. Save.
8. Miss Duerksen will then receive a notice of your post and will publish it to the web site.

Steps to responding to Opinion Articles.

1. Click on “Extra Curricular”, “Writer’s Society”, “Writer’s Blog”.
2. Read Opinion piece.
3. Click on “Add new comment”
4. Publish, Save.

Note: Comments will be published automatically. Miss Duerksen will remove any comments that are inappropriate and student will forfeit their mark for the assignment.

Articles will remain posted for two weeks.

### Writing Task

Respond to the ideas in three (3) of your classmates articles in a “Letter to the Editor” format.

Requirements:

- Min 100 words.
- Title your comment
- Address:
  - o Refer to the author by name and in third person, “J.D’s article ....”, “J.D makes the claim that...”
  - o Refer to the publisher “Your newspaper”, “This magazine”.
- Tone:
  - o No “texting”, rude, racists or profane language.
  - o Can be serious, humorous or sarcastic.
- Signature
  - o Initials only.