



## Activity

Writing letters is a good way to create keepsakes of things that happen to you and your family and friends. Mike writes letters to his new baby sister and creates a scrapbook filled with memories of their first year as brother and sister. You can do the same thing. Write a letter to someone in your family or to a special friend and tell them about something that happened at school or during a trip or on a special occasion.

### A FRIENDLY LETTER HAS FIVE PARTS:

1.

**HEADING** August 25

2.

**GREETING** Dear Erica,

3.

**BODY\*** I'm sorry I called you a dirty-diaper rodent.

Today was my birthday. You gave me a great present- a picture of you and me at the beach. Then you helped me blow out the candles.

Now that I think about it, you're a whole lot better than a wooly worm, and your diapers don't bother me that much.

4.

**CLOSING** Your brother (who is one year older today),

5.

**SIGNATURE** Mike

**\*HINT** The BODY is where you describe what happened.

- A. Think about what story you want to tell.
- B. When does the story start? Yesterday? Last week?
- C. Who is the person performing the action in the story?
- D. Use action words to describe what happened.

For example, Mike tells what happened in 3 sentences.

First he says what day it was.

Today was my birthday.

Next he tells who did the action.

You gave me a great present-a picture of you and me at the beach.

He uses an action word to describe what happened next.

Then you helped me **blow** out the candles.

**NOW YOU TRY IT!**

\_\_\_\_\_  
DATE

Dear \_\_\_\_\_,

(Yesterday, Last week, A couple of months ago), \_\_\_\_\_

\_\_\_\_\_.

Then \_\_\_\_\_

\_\_\_\_\_.

Finally, \_\_\_\_\_

\_\_\_\_\_.

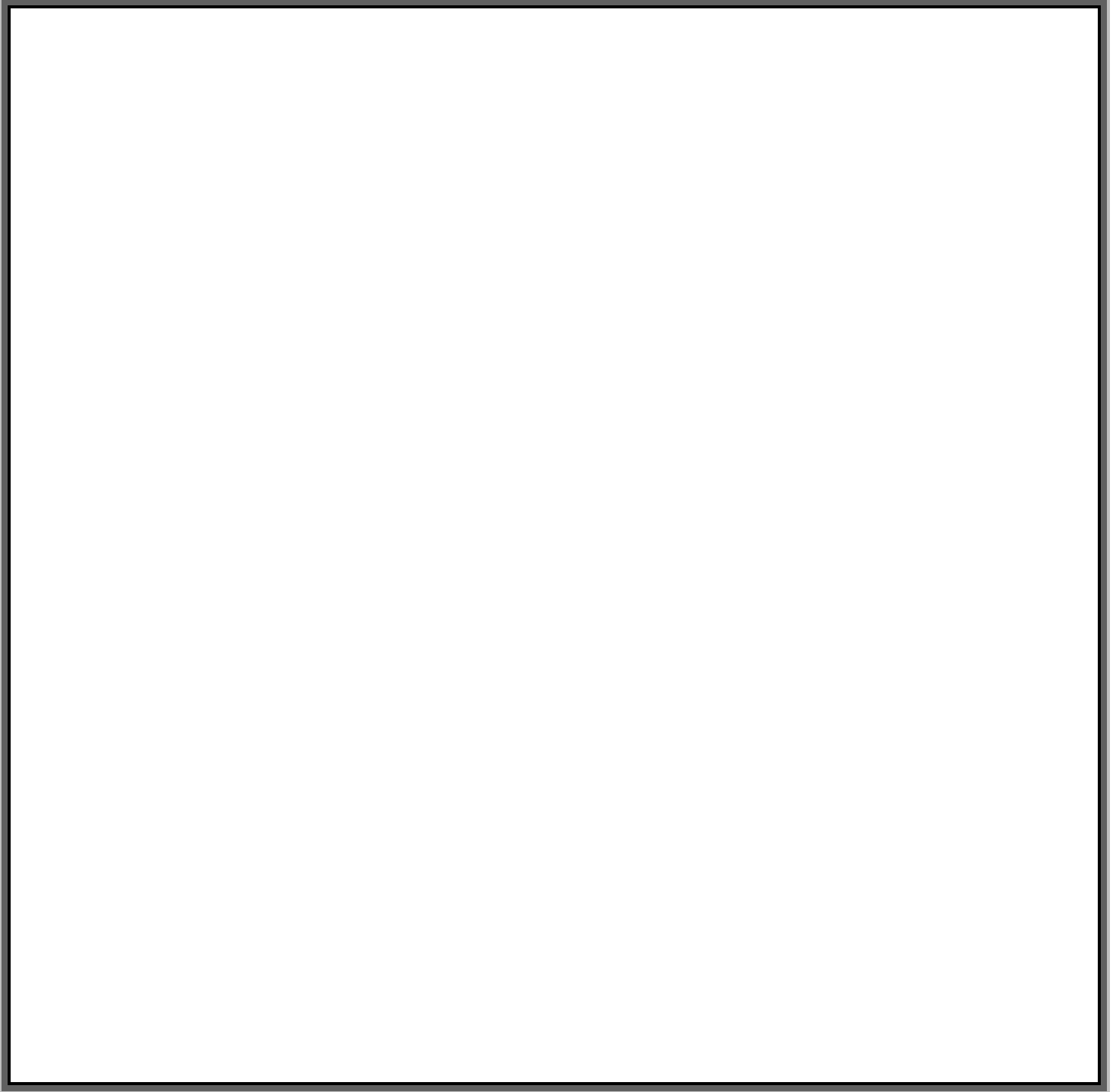
So now, \_\_\_\_\_

\_\_\_\_\_.

Your \_\_\_\_\_,

\_\_\_\_\_

Mike likes to draw pictures of his sister, Erica. Draw a picture of someone in your family.



Do you like to send postcards to friends or family members? Draw a postcard of a place, building, statue, park, animal or thing you have visited or would like to visit and write a note about it on the back. **FIRST DRAW THE PICTURE HERE**



**NOW, WRITE YOUR NOTE HERE.** Remember, start with the date and then the greeting. Next write the body and, finally, the closing. Don't forget to draw a stamp in the upper right-hand corner above the address.

Dear \_\_\_\_\_,

**Address**

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