



## PRESENTATIONAL WRITING EXAMPLES

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### WRITING AND PRODUCING PRESENTATIONAL WRITING (PW) TASKS

Creating a Presentational Writing task starts with knowing several key things: the level of writing (Novice, Intermediate, Advanced), the topic and the kind of passage you want the students to write (narrative, informative, opinion piece, instructions, etc.). You will also need to decide if you want the writing prompt in the students' native language or the target language they are learning. (There are valid arguments for both approaches.)

In the prompt box, you will include instructions and prompt(s) you write. The student will have a text box on the same page to write the answer(s). There is no text limit for the prompt box or the text box for the student's response. You can create multiple prompt boxes for one topic.

On the next page, you will find some sample writing prompts that are representative of the language that the teacher might write, and then assign to students. Note that each is accompanied by the various attributes that you will be asked to provide as you create content.



## Sample 1

**Name:** Meals

**Description:** A classmate is working on a project to study what students eat at home and at school. She has asked you to write down your answers to her questions.

**Language:** English

**Level:** Novice

**Topic:** Personal & Family Life

**Standard:** Communications and Cultures

**Gender:** NA

**Keywords:** Food, Meals, Eating

Instructions: A classmate is working on a project to study what students eat at home and at school. She has asked you to write down your answers to the following questions. Answer each question with lots of information and details. Be as complete as possible.

1. What do you eat for breakfast at home? What foods do you eat in the morning?
2. What kinds of foods do you have for lunch when you are home?
3. Is lunch at school different? Describe lunch at school.
4. Tell me about dinner at your house. Who prepares dinner? What does he or she cook?
5. Who do you eat with at home?
6. Tell me about the things you cook at home.

### Guiding Goals for Sample 1

Novice PW Description: I can present information on both very familiar and everyday topics using a variety of practiced or memorized words, phrases, and simple sentences through written language.			
I can....	Yes	With Help	Not Yet
I can write using a variety of vocabulary and constructions related to food.			
I can write about meal times.			
I can write with a mixture of words, phrases and simple sentences.			



## Sample 2

**Name:** Clothing

**Description:** A new student is moving to your town. He has some questions about what students wear during different times of the year. Your teacher has asked you to write down your answers to his questions.

**Language:** English

**Level:** Novice

**Topic:** Personal & Family Life

**Standard:** Communications and Cultures

**Gender:** NA

**Keywords:** clothing, seasons

**Instructions:** A new student is moving to your town. He has some questions about what students wear during different times of the year. Your teacher has asked you to write down your answers to his questions. Answer each question with lots of information and details. Be as complete as possible.

1. What kinds of clothing do you wear in the summer?
2. What clothes do people wear in the fall?
3. In the winter, what clothes do you need?
4. How do students dress in the spring?
5. Tell me about your school uniform or the clothing students wear at school.
6. What kinds of shoes do you recommend during the year?

### Guiding Goals for Sample 2

Novice PW Description: I can present information on both very familiar and everyday topics using a variety of practiced or memorized words, phrases, and simple sentences through written language.			
I can....	Yes	With Help	Not Yet
I can write using a variety of vocabulary and constructions related to clothing.			
I can write simple information about clothing in various seasons.			
I can write with a mixture of words, phrases and simple sentences.			



## Sample 3

**Name:** Activities

**Description:** Your school is starting a program to help students get more involved with activities outside of school. They have asked you to write some content for the school website.

**Language:** English

**Level:** Intermediate

**Topic:** Personal and Family Life

**Standard:** Communications and Cultures

**Gender:** NA

**Keywords:** activities, clubs, sports

**Instructions:** Your school is starting a program to help students get more involved with activities outside of school. They have asked you to write some content for the school website. Answer each question with lots of information and details to be published online on the school's website. Be as complete as possible.

1. What sports are available at your school? How much commitment is required? When do they practice?
2. Do you know of other sports in your community that aren't at your school? Tell me all about them.
3. If a person is not interested in sports, what kinds of clubs, lessons or activities are there? You may include things at your school or outside of school.
4. If someone wants to make new friends and be social, what activity or activities would you recommend and why?
5. Share some personal information about an activity you do after school or on the weekend. Explain and describe what you do. What do enjoy about it? Describe anything you don't like about it.
6. There is a place on the website for students to contact you. Explain to your readers that you want to hear from them. Ask them some questions to encourage them to contact you. Ask questions about their interests, their activities, what they do after school, etc. Create 4 or more good questions.

## Guiding Goals for Sample 3

Intermediate PW Description: I can communicate information, make presentations, and express my thoughts about familiar topics, using sentences and series of connected sentences through written language.			
I can....	Yes	With Help	Not Yet
I can write information about sports and activities in my community.			
I can write personal information about activities I do.			
I can write simple advice about activities I'd recommend.			
I can write questions.			
I can write using sentences and series of connected sentences.			



## Sample 4

**Name:** Entertainment

**Description:** You have a new friend in a different country and she wants to learn about entertainment in your country. She sends you an email with lots of questions and you write an email back to her answering her questions.

**Language:** English

**Level:** Intermediate

**Topic:** Personal & Family Life

**Standard:** Communications and Cultures

**Gender:** NA

**Keywords:** entertainment, movies, books, videogames

**Instructions:** You have a new friend in a different country and she wants to learn about entertainment in your country. She sends you an email with lots of questions and you write an email back to her answering her questions. Answer each question with lots of information and details. Be as complete as possible.

1. I would like to know more about what kinds of things people like to do for entertainment in your country. What do you and your friends do for fun together? Explain and describe it to me.
2. Do people like to watch movies? Tell me all about watching movies in your country: the kinds of movies, where people watch, how much it costs and anything else you can think of.
3. Tell me about videogames. I've never played them but I've heard a lot of kids do.
4. What kinds of books do you and your friends read? Tell me all the details about reading: what you read, where, what kind of device, etc.
5. What kinds of entertainment do you and your family prefer? Why? Tell me all about what you do and where and other details.
6. I'd like to tell you about what we like to do. Ask me questions about entertainment in my country.

## Guiding Goals for Sample 4

Intermediate PW Description: I can communicate information, make presentations, and express my thoughts about familiar topics, using sentences and series of connected sentences through written language.			
I can....	Yes	With Help	Not Yet
I can write about various forms of entertainment in my country.			
I can write personal information about entertainment I enjoy.			
I can write to inform, describe and explain.			
I can write questions.			
I can write using sentences and series of connected sentences.			



## Sample 5

**Name:** Social Life

**Description:** Some students at your school are writing an article about kids' social life and some of the difficulties. They've asked all the students to contribute to the article.

**Language:** English

**Level:** Advanced

**Topic:** Social Life

**Standard:** Communications and Cultures

**Gender:** NA

**Keywords:** social life, friends

**Instructions:** Some students at your school are writing an article about kids' social life and some of the difficulties. They've asked all the students to contribute to the article. Answer each question with lots of information and details. Be as complete as possible.

### Prompt 1

We've all experienced a time when we did not fit in, a time when we felt different than others or a time when we were left out. Think about a time this happened to you. What happened? Explain everything that happened from beginning to end. Include lots of details and description. You should write a minimum of one paragraph.

### Prompt 2

Tell me your thoughts on making friends. How do you think people make friends? How do you get close to friends, those kinds of friends we trust completely with whom we share our secrets, fears and dreams? How do people lose friends and keep friends? Include lots of details. You should write a minimum of one paragraph.

### Prompt 3

Pretend that a friend, Monica, has written you an email about a personal problem. She needs someone to listen and she's asking for help. Monica explains to you that her best friend did not invite her to her birthday party. Monica's feelings are hurt, and she doesn't know what to do. Reply to Monica's email to give her comfort and advice.



## Guiding Goals for Sample 5

Advanced PW Description: I can deliver detailed and organized presentations on familiar as well as unfamiliar concrete topics, in paragraphs and using various time frames through written language.			
I can....	Yes	With Help	Not Yet
I can write in cohesive, organized paragraph(s).			
I can write a story, across major time frames, based on a social experience.			
I can present an opinion with supporting details.			
I can write an informal, personal email replying to a complex situation and present advice and comfort.			



## Sample 6

**Name:** Rules at Home

**Description:** Your teacher wants to know you better and understand what your home is like. Answer his questions about rules in your home.

**Language:** English

**Level:** Advanced

**Topic:** Rights and Responsibilities

**Standard:** Communications and Cultures

**Gender:** NA

**Keywords:** rules

**Instructions:** Your teacher wants to know you better and understand what your home is like. Answer his questions about rules in your home. Answer each question with lots of information and details. Be as complete as possible.

### Prompt 1

Each family has its own rules. And there are always times when those rules are broken. Tell me a story about a time when a rule was broken at your house. Maybe it was you or a brother or sister. Maybe you played videogames when you weren't supposed to....or didn't do your homework.....or didn't do what a parent asked. Tell me the whole story from beginning to end. Include lots of details. You should write a minimum of one paragraph.

### Prompt 2

What rule do you think is important? Explain the rule and why you think it's important. Include lots of details. You should write a minimum of one paragraph.

### Prompt 3

Think of a rule at home you disagree with, something you want to change. Write a letter to your parent/guardian explaining why you think that rule is not necessary and how you want it to change. Persuade your parent/guardian to make this change. Include lots of details. You should write a minimum of one paragraph.

## Guiding Goals for Sample 6

Advanced PW Description: I can deliver detailed and organized presentations on familiar as well as unfamiliar concrete topics, in paragraphs and using various time frames through written language.			
I can....	Yes	With Help	Not Yet
I can write in cohesive, organized paragraph(s).			
I can write a story, in detail, across major times, about a time I or someone I know broke a rule.			
I can present an opinion, with supporting details, on a rule.			
I can write a letter with supporting details that is a persuasive argument to change a rule.			

Once you are satisfied with the content you've created, you would then use production tools included within the Communication Builder to produce the task.