**Directions for Writing Homework (Reading Response Letter)**

Use this as a guideline for writing your letter

Letters can be handwritten in the homework notebook, or typed and emailed to [puffinslevel2@gmail.com](mailto:puffinslevel2@gmail.com)

1. **Date**
2. **Greeting** (Dear Ginny,)
3. Indent first sentence
4. Tell the title and the author of a book you read this week
5. **Summary:** Write about the main events that happened to the main characters
6. **Opinion:** Write about what you like or dislike about the book and WHY
7. **Ask a question**
8. End your letter with a friendly comment
9. **Closing** (Sincerely, Your student, etc.) and Your Name