

## LETTER WRITING CRITERIA

Letter will be graded on the following requirements:

- Follow letter format (4 points) (includes heading or return address, date, greeting, body, closing, signature)
- Must be three paragraphs (4-5 sentences each) long (6 points)
- Historical accuracy 5 (points) (language should reflect technology, events, customs, etc. appropriate to the time period)
- Letter should answer questions such as: (5 points)
  - What position do you hold at the fort?
  - What duties do you perform at the fort?
  - What is your daily life like at the fort?
  - What do you like about life at the fort?
  - What do you dislike about life at the fort?
- Description (try using more than one sense: touch, hear, sight, smell, taste) (5 points)