



### Friendly letter

**Competence:** Students write clear and coherent sentences and paragraphs that develop a central idea. Their writing shows they consider the audience and purpose. Students progress through the stages of the writing process (e.g., prewriting, drafting, revising, editing successive versions).

**Achievement indicator:** Students can produce simple connected sentences on topics which are familiar or of personal interest.

**Instructions:** Label the parts of the friendly letter.

\_\_\_\_\_

date

\_\_\_\_\_

greeting

body

\_\_\_\_\_

closing

\_\_\_\_\_

signature

How are you? I have a new pet.  
It's a brown dog. His name is Max.  
Do you have a pet?

Dear Anna,

Monday, April 20, 2021

Your friend,

Helen