Name Date

Operation Gratitude Letter Grade Sheet



5 points possible for each of the following:

Letter includes appropriate greeting and only first names, as discussed in class

Letter expresses thanks for others’ selfless service

Letter includes school contact information so a response is possible

Paragraphs use proper paragraph form as discussed in class and defined on the handout

Vivid words are used and the writer’s voice is apparent in the letter

Proper grammar and spelling are used

Letter is typed or written legibly in ink

total points earned %

35 points possible

Name Date

Operation Gratitude Letter Grade Sheet



5 points possible for each of the following:

Letter includes appropriate greeting and only first names, as discussed in class

Letter expresses thanks for others’ selfless service

Letter includes school contact information so a response is possible

Paragraphs use proper paragraph form as discussed in class and defined on the handout

Vivid words are used and the writer’s voice is apparent in the letter

Proper grammar and spelling are used

Letter is typed or written legibly in ink

total points earned %

35 points possible