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

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