

Lesson 6 Write a Friendly Letter

A **friendly letter** is a letter you might write to someone you know. You might write to a friend, a sister, or a grandfather. You might write to tell the person what you have been doing. Or, you might write to cheer the other person up.

Josh wrote a letter to his grandmother. Why do you think Josh wrote this letter?



November 8

Dear Grandma,

How are you? Mom says you have a bad cold. I hope you don't feel too sick. Maybe some of your good soup would help.

My soccer team won its last game. We didn't win very many others, but I'm glad we won the last one. I will send you a picture of my team.

I hope you feel better soon.

Love,
Josh

Josh wrote this letter because _____

Lesson 6 Write a Friendly Letter

Look at Josh's letter.

There is a date at the top.

November 8



Dear Grandma,

This is the greeting. The word **Dear** always begins with a capital letter.

There is always a comma after the person's name.



How are you? Mom says you have a bad cold. I hope you don't feel too sick. Maybe some of your good soup would help.

My soccer team won its last game. We didn't win very many others, but I'm glad we won the last one. I will send you a picture of my team.

I hope you feel better soon.

This is the body of the letter.

This is the closing. The word may be different, but there is always a comma after the word.

Love,
Josh



The person writing the letter always signs his or her name.

Lesson 6 Write a Friendly Letter

Label the parts of Lora's letter.

February 9

Dear Kathy,

Thanks for your letter. I liked reading about your trip to Idaho. Now I know where my potatoes come from.

I am getting ready for spring break. I will write you a letter from my sunny backyard.

Your friend,
Lora

Write a greeting for a friendly letter to a grandparent.

Write a closing for a friendly letter to a cousin or friend.

Lesson 6 Write a Friendly Letter

Pretend your class is learning about weather. You have many questions. You decide to ask someone who really knows about weather. Begin to plan a letter to Will the Weather Guy.

What kinds of weather could you ask about? List some here.

_____	_____
-----	-----
_____	_____
_____	_____
-----	-----
_____	_____

Ask an adult to help you use a newspaper or computer to check the weather forecast. What questions could you ask Will the Weather Guy about today's forecast?

Lesson 6 Write a Friendly Letter

Write a letter to Will the Weather Guy. Show the three parts of a friendly letter from page 73.

The page contains ten sets of handwriting lines. Each set consists of a solid blue top line, a dashed red middle line, and a solid blue bottom line. A large, light gray watermark reading 'SAMPLE' is oriented diagonally across the center of the page.

Lesson 6 Write a Friendly Letter

Look back at your letter. Did you include all three parts of a friendly letter? Are the questions in the body of your letter clear? Ask a friend to read your letter and give ideas for making it even better. Write your letter again. Send your letter as an e-mail to a real weather expert.



The writing area consists of ten sets of horizontal lines. Each set includes a solid blue top line, a dashed red middle line, and a solid blue bottom line. A large, light gray 'SAMPLE' watermark is oriented diagonally across the center of the page.