



UNIT 1

CULMINATING PERFORMANCE TASK

*One of the benefits of **democracy** is that it allows people to become involved in society. In a democratic society, it is important to become involved in and knowledgeable about issues in our community and society at large. As Canadian citizens, we are free to express our satisfaction or dissatisfaction with decisions or concerns that we have about our community.*

*An example of political action that can be taken by citizens in a democracy is **writing a letter to newspapers and other media to raise public awareness about issues.***

Instructions:

1. For the final task, you will be writing a letter to the editor.
2. Examine the handout, Tips on Writing an Effective Letter to the Editor.
3. Select **one** of the following topics:
 - A response to an existing published letter to the editor in a newspaper that deals with an issue of civic importance
 - OR**
 - A civic issue important to you and your community
4. Use **1 - 2** sources to become informed about the topic selected (example: newspaper, textbook, Internet, magazine, teacher).
5. Look at examples of Letters to the Editor in newspapers and examine the format as well as the language.
6. Write a **first draft** of your letter to the editor. Double space.
7. **Revise and edit** it with a different colour.
8. Write a **final** draft of approximately **200 words**. (Type, if possible, using 12 pt. Font, Times New Roman).
9. Submit your Letter to the Editor to both:
 - a) your teacher and
 - b) the Editor of your local newspaper



TIPS ON WRITING AN EFFECTIVE LETTER TO THE EDITOR

- The letter may refer to an article, editorial, opinion-editorial or column in the publication.
- It may comment on a public statement or a recent news event.
- The letter will begin by noting the article in question or the news event.
- Point out your support or a different argument.
- The letter may include a personal perspective or experience.
- Determine the length and format guidelines and to whom to address your letter.
- The letter should be creative, concise and insightful.
- Make your first sentence short, compelling and catchy since your goal is to grab the reader's attention.
- Give your side of the story by providing a human focus.
- Let readers know how the issue will affect them or others.
- Let readers know what action should be taken on the issue.
- Sign your letter.



Culminating Performance Task ~ Rubric

Criteria	Level 4 (80-100%)	Level 3 (70-79%)	Level 2 (60-69%)	Level 1 (50-59%)	R
Knowledge	Letter to the Editor demonstrates thorough understanding of an issue of civic importance	Letter to the Editor demonstrates considerable understanding of an issue of civic importance	Letter to the Editor demonstrates a moderate understanding of an issue of civic importance	Letter to the Editor demonstrates a limited understanding of an issue of civic importance	Letter to the Editor demonstrates a very limited understanding of an issue of civic importance; student has not come to terms with an understanding of democratic citizenship
Thinking and Inquiry	Highly effective presentation of relevant and significant ideas and support of ideas in the letter	Effective presentation of relevant ideas and support of ideas in the letter	Presentation of some relevant ideas and support of ideas in the letter	Limited presentation of relevant ideas and support of ideas in the letter	Very limited presentation of ideas, not always relevant and no support of ideas in the letter
Communication	Excellent coherence, structure of the letter and no errors or 1-2 in spelling, grammar and punctuation	Good coherence, structure of the letter and 3-4 errors in spelling, grammar and punctuation	Structure of the letter has some flaws, coherence is acceptable and more than 3-4 errors in spelling, grammar and punctuation	Incorrect structure of the letter, coherence is weak and multiple errors in spelling, grammar and punctuation	The student has not come to terms with structure of the letter, coherence is very limited which is hindered by multiple errors in conventions
Application	Exemplary application of skills to the question and topic of civic importance addressed in the letter to the editor Demonstrates highly effective way in which citizens participate in democratic process	Effective application of skills to the question and topic of civic importance addressed in the letter to the editor Demonstrates effective way in which citizens participate in democratic process	Some application of skills to the question and topic of civic importance addressed in the letter to the editor Demonstrates a way in which citizens participate in democratic process	Limited application of skills to the question and topic of civic importance addressed in the letter to the editor Demonstrates a limited way in which citizens participate in democratic process	Very limited application of skills to the question and topic of civic importance addressed in the letter to the editor Demonstrates a very limited way in which citizens participate in democratic process

Mark per Category

Knowledge _____ Thinking and Inquiry _____
 Communication _____ Application _____

Most Consistent Mark (Overall Mark)

Assessment Unit 1 Culminating Task

