

Getting Organized!



Now you are to organize your work yourselves (without your teacher). Make the most of your individual strengths in order to create an exceptional *Letter About Literature (LAL)*.

Step 1 Planning: clustering - selecting - arranging

During the brainstorming activity, you should have generated ideas. Please organize them now.

Clustering: which of these ideas belong together.

Selecting: which of these ideas do you want to include in your LAL (→ *referring to the results of the analysis: content*)

Arranging: Discuss how to arrange these ideas (→ *Using the results of the analysis as your basis: textual coherence*).

Step 2 Outline (first draft)

Construct an outline for your LAL. An outline helps you to organize your material in a structured way. It shows the relative importance of points and the logical connections between them.

(→ *Base your outline on what you have found out during your analysis of the prize-winning letters (textual coherence) and your text quality worksheets*).

Step 3 Write your letter

Now it's time to write your letter by using the appropriate chunks and phrases from the prize-winning letters you have analyzed.