**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.