



Teacher Guide



Our resource has been created for ease of use by both **TEACHERS** and **STUDENTS** alike.

Introduction

Based on the five-step writing model, our “How to Write an Essay” workbook is an excellent addition to your classroom composition instruction. We include the complete coverage of the four most common types of essays as well as presenting a review of grammar and spelling topics. This material will help prepare your students for your state-mandated written composition exams as well as helping them to view writing as an enjoyable means of recording their thoughts, dreams, and goals.



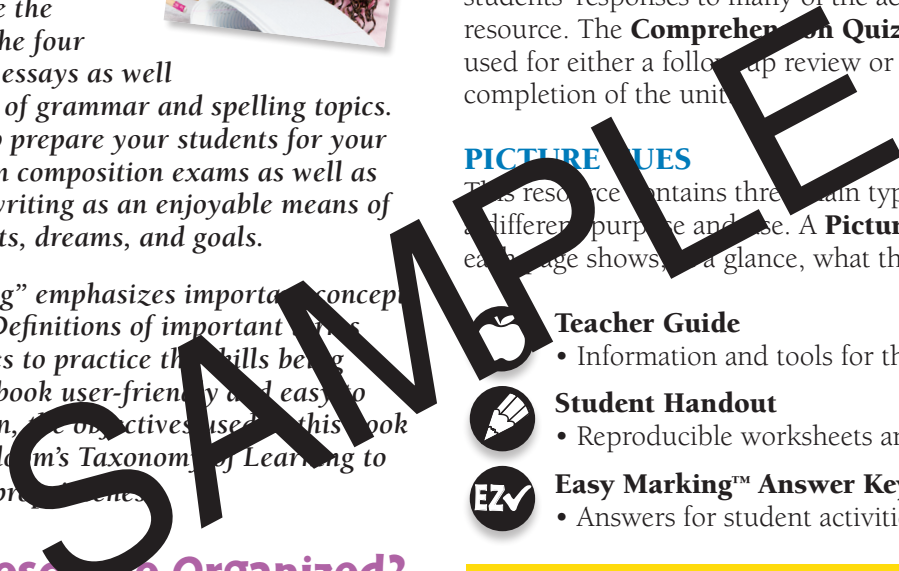
passage and extend their learning. Students are asked to give thoughtful consideration of the reading passage through creative and evaluative short-answer questions, research, and extension activities.

Writing Tasks are included to further develop students’ thinking skills and understanding of the concepts. The **Assessment Rubric** (page 4) is a useful tool for evaluating students’ responses to many of the activities in our resource. The **Comprehension Quiz** (page 48) can be used for either a follow-up review or assessment at the completion of the unit.

PICTURE CUES

This resource contains three main types of pages, each with a different purpose and use. A **Picture Cue** at the top of each page shows, at a glance, what the page is for.

The “Writing Watchdog” emphasizes important concepts throughout the book. Definitions of important terms and many opportunities to practice the skills being taught also make this book user-friendly and easy to understand. In addition, the objectives used in this book are structured using Bloom’s Taxonomy of Learning to ensure educational appropriateness.



Teacher Guide

- Information and tools for the teacher

Student Handout

- Reproducible worksheets and activities

Easy Marking™ Answer Key

- Answers for student activities

How Is Our Resource Organized?

STUDENT HANDOUTS

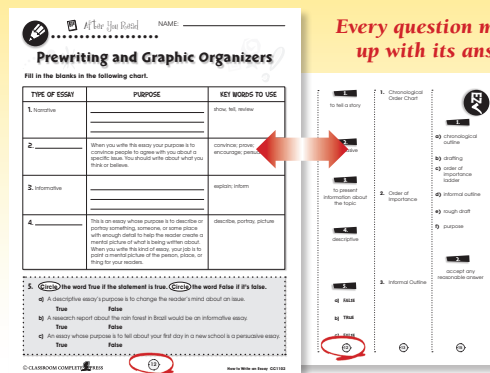
Reading passages and activities (in the form of reproducible worksheets) make up the majority of our resource. The reading passages present important grade-appropriate information and concepts related to the topic. Embedded in each passage are one or more questions that ensure students understand what they have read.

For each reading passage there are **BEFORE YOU READ** activities and **AFTER YOU READ** activities.

- The **BEFORE YOU READ** activities prepare students for reading by setting a purpose for reading. They stimulate background knowledge and experience, and guide students to make connections between what they know and what they will learn. Important concepts and vocabulary from the chapters are also presented.
- The **AFTER YOU READ** activities check students’ comprehension of the concepts presented in the reading

EASY MARKING™ ANSWER KEY

Marking students’ worksheets is fast and easy with this **Answer Key**. Answers are listed in columns – just line up the column with its corresponding worksheet, as shown, and see how every question matches up with its answer!



NAME: _____



What is an Informative Essay?

Sometimes, you will need to write an informative essay to tell someone how to do something. Use the prompt, "Getting ready for a two-week vacation", and complete the **Steps in a Process Organizer** below.

Steps in a Process

First

Second

Third

Fourth

Fifth

SAMPLE



Crossword

Word List

- adjectives
- biography
- brainstorming
- drafting
- expository
- graphic
- informative
- narrative
- objective
- outline
- paragraph
- prewriting
- prompt
- proofreading
- pros
- publishing
- reports
- revision
- verb

A crossword puzzle grid with 19 numbered squares. The grid is partially filled with grey blocks. A large, diagonal watermark reading 'SAMPLE' is overlaid on the grid.

Across

5. An essay that presents information about a topic
6. A type of informative essay
7. The first steps in the writing process
8. Words that describe nouns
10. A way of coming up with ideas by recording your words and thoughts
13. _____ organizers
15. The third step in the writing process
16. A collection of sentences about the same main topic
18. A plan for writing is an _____
19. A type of descriptive essay

Down

1. Another name for an informative essay
2. The fourth step in the writing process
3. The fifth step in the writing process
4. Book _____
9. The second step in the writing process
11. An essay that tells a story
12. A suggested topic for an essay or story
14. _____ and cons
17. A part of speech that shows action or state-of-being

Persuasive Essay Organizer



INTRODUCTION

Main Idea Topic Sentence: _____
Supporting Reasons: Body 1 _____
Body 2 _____
Body 3 _____
Conclusion sentence: _____

BODY #1

Reason #1 _____
Detail/Example 1 _____
Detail/Example 2 _____
Detail/Example 3 _____
Conclusion sentence: _____

BODY #2

Reason #1 _____
Detail/Example 1 _____
Detail/Example 2 _____
Detail/Example 3 _____
Conclusion sentence: _____

BODY #3

Reason #1 _____
Detail/Example 1 _____
Detail/Example 2 _____
Detail/Example 3 _____
Conclusion sentence: _____

CONCLUSION

Restate Main Idea: _____
Restate Supporting Reasons: Reason 1 _____
Reason 2 _____
Reason 3 _____
Recommendations and/or Predictions: _____

SAMPLE