

Writing Checklist: Grade 3 Composition

These are the types of writing that your student will encounter in the K12 3rd grade Composition curriculum. Your student should have successfully completed 80 percent of them, and be able to furnish writing samples written at a grade appropriate level. You can use this checklist in your consideration of placement.

Checklist of Writing Types:

Writing from Personal Experience:

Writing an essay from personal experience gives students the chance to have others listen to their experiences, ideas, and opinions. Students will turn an event from their lives into a short personal experience paper. In writing the paper, students will generate ideas and focus on topics, write a first draft, revise the draft, and proofread before publishing the final product.

Friendly Letter:

A friendly letter is a written message to someone the student knows. Students will distinguish between different kinds of friendly letters and learn the five parts of a friendly letter: the heading, greeting, body, closing, and signature. In addition to learning the conventions of letter writing, students will think about the purpose for writing and the audience; plan the writing; write and revise a draft; and proofread to correct errors in letters of invitation, acceptance, and thank-you letters.

Report:

A report is a form of writing that presents facts about a topic. Students will choose a topic about an animal, find sources, gather information, learn how best to organize information, and write a complete report. Other skills that students will learn include taking notes, making an outline, and writing an effective introduction and conclusion.

Poetry:

Poetry can help students see the world in different ways, express feelings, and help them to enjoy language. Through writing poetry, your student will discover that words can help him/her notice what has never been noticed before. Students will learn elements of poetry such as rhythm and imagery and figures of speech such as similes and metaphors. They will write poems about nature and create riddle poems.

Writing to a Prompt:

Writing to a prompt—to a question posed, usually on a test—is a skill that states are increasingly asking of their students. Although students who know the mechanics of writing will likely do well, there are aspects of writing to a prompt that may be new to your student. Students will learn what writing to a prompt is and use the process of brainstorming, making an idea web, planning, and writing a first draft to write to a prompt.

Book Report:

A book report is a piece of writing that tells about a book. It includes facts and information about the book as well as the writer's opinion of the book. An effective book report has an introduction, a body, and a strong conclusion. Students will choose a book to review, gather information about the book, and write a summary of the book to create a thoughtful, well-presented piece of writing.

Instructions:

Instructions are steps the student follows in order to make or do something. To be effective, instructions need to be clear, well organized, precise, and comprehensive—the qualities writers strive for in almost all nonfiction writing. In writing instructions, students will choose and narrow a topic, list the steps for the instructions, and write, revise, and proofread the instructions.

