

Your Living Curriculum©

General Guide-Lines and Instructions for Submission (GGL&I)

Submission No:

Below are your general guidelines for the genre you have chosen. This outline has some ideas on what good instructional material should contain. It's our hope that you will have the best chance of getting your work accepted. Keep writing!

Genre:	Essay, Opinion/Persuasive, Non-fiction	
Page Format	Length: 200 to 300 words Font: Ariel, size: 12 Paragraph: spacing exactly 17pt-----> Margins: 1.25 left and right Doc Name Type: Use a .DOCX file extension for your attachment. In all emails, have your alpha-numerical ID prominently placed <u>at the beginning</u> of the subject bar.	Blank header & footer Indent paragraphs Right Click page > paragraph, spacing > exactly, input: 17 pt Send passage as an attachment in your email.
Composition	Literary Elements Introduction: Open with a clear opinion about the topic. Include at least three (3) main ideas for additional details in the body. You can be somewhat subjective by adding figurative language and adjectives. Body: Have a paragraph for each of the three (3) main idea followed by supporting details (factual information). Conclusion: Summarize the information and its significance. Here, you can once more be somewhat subjective by adding figurative language and adjectives. Compel your readers (second person) to action. A) Cause & Effect (signal words) B) Problem/Solution C) Compare & Contrast D) Dialogue/Quotations E) Main Idea w/Supporting Details (a must) F) Perspective (First, Second, & Third Persons) G) Figurative Language (one example) H) References: Bibliography (a must)	Paragraphs 5+ (a 5 paragraph essay) Defend your position with both facts, personal experience (hopeful but not necessary), and use reason supported by the evidence (personal or collected). Readers should have a sense that your strong opinion merits understanding. Any one of these elements (A-F) or a combination of them. Cause & Effect sentences to include "signal" words like: because, therefore, consequently, thus, as, etc. Summarized your opinion and personalize it to your reader. What action should they take? How does this effect them personally? For figurative language, include at least one single idiom, metaphor, simile, adage, hyperbole, etc. Site sources in a simple bibliography (title, name, date, page numbers, website's URL).
Complexity	Use descriptive vocabulary. Use adjectives to create urgency. Mingle facts with thoughts to support your position. Make it relevant.	The Lexile® can be very broad. Anywhere from L400 to L1000 would be acceptable. The more complexity the better.
Suggestions	Opinions pieces can be found in news paper and magazine articles. Environment and Governmental topics are two very large categories to ponder.	Cut and paste the genre into your web browser for more information and topics.
Comments		