

Letter to Next Year's Teacher (and possibly others)

Reflecting on What You Have Learned

Project Summary

There was a famous teacher at Columbia University, John Dewey, whom people credit with the phrase, “Learn by doing,” but that is not what he said. What he said was that you learn by reflecting on what you have done. This assignment will give you a chance to do exactly that. You will write a letter to next year’s teacher describing what you did this year, how you feel you did overall, and what assignment you liked the most.

When you have successfully completed the assignment, you will have had a chance to “reflect on what you’ve done,” and your next teacher will get an insight into your strengths and weaknesses and will, therefore, be better able to teach you.

Writer's Purpose

This assignment is both informative and analytical. Give details about what you have learned, analyze your strengths and weaknesses, and describe your favorite assignment.

Writer's Role

You will be writing as yourself, trying to be honest and clear, and ultimately making a good first impression on next year’s teacher. Use this chance to show how insightful you are about yourself.

Audience

Most teachers who give this assignment send it to next year’s teacher. Some send a copy home to parents or guardians, and some teachers even make copies for student files for counselors.

Form

You will be given more details about how formal or informal this letter should be, but the letter should be at least five paragraphs. Include an introduction about yourself, at least three detailed paragraphs about each of the FCAs, and a concluding paragraph.

Focus Correction Areas

1. A descriptive summary of this year’s program, including information about the numbers and types of assignments completed, the focus correction areas covered, procedures used in class, and any other information that would provide a detailed picture of the class _____ points
2. A description of your strengths and weaknesses with supporting examples and details taken from your own writing _____ points

3. A description of your favorite assignment or project completed during the year with supporting reasons and details _____ points

Procedure

Before submitting your letter, you will complete several activities:

- In a series of Type One writing activities, you will make a list of the subject, units, topics, and assignments you have completed.
- You will share these lists to make sure they are complete.
- You will then place your list in chronological order.
- You will also list and group your strengths and weaknesses as a student in this class.
- Next, you will think about all your assignments and select the one that was your favorite. Give reasons and details to support your selection.
- You will then draft the three main parts of the letter (describe year, describe strengths and weaknesses, and favorite assignment). Be sure to include details and personal opinions.
- Once the three main parts of the letter are complete, you will write a one paragraph introduction with some personal information. You can include information about your family, goals, achievements, favorite subjects, how you like to learn, etc.
- To finish your draft, you will write a concluding paragraph summing up your first four paragraphs and ending on a positive note.
- Read your draft letter in a one-foot voice; make any changes that you believe will improve your draft.
- Work with a partner to peer edit the FCAs and get feedback.
- Rewrite your second draft with all your improvements.
- Due date _____.