

Name _____

Dear Secret Santa... Please Pick Me! - Persuasive Writing Checklist

Directions: Put a checkmark in each box when you've included that part in your letter. This will help you make sure your writing is complete and persuasive!

Letter Parts

- I began my letter with a greeting ("Dear Secret Santa,").
- I introduced myself and told what gift I want.
- I gave **at least 3 reasons** why I should get this gift.
- My reasons are clear, detailed, and convincing.
- I ended my letter with a thank-you and a closing ("Sincerely,").

Persuasive Writing Tools

- I used **transition words** (first, next, finally, because, also).
- I used **kind and polite words** to persuade my Secret Santa.
- I explained how the gift will be **useful or meaningful**.

Conventions

- I used correct **capitalization** (names, holidays, first word in sentences).
- I used correct **punctuation** (periods, commas, question marks).
- I checked my **spelling** carefully.
- My handwriting is neat and easy to read.