

Workshop 1: Eyes on the Graduation Prize**Reading 1 Project: America's Dropout Crisis**
Urgent Email

How can you help someone stay in school?

Project: Write an email urging someone to stay in school. Use facts to strengthen your case.

Procedure**1. Brainstorm ideas.**

- Write about some of the problems that dropouts face.
- Review the facts and figures from “America’s Dropout Crisis” on page 10 of your *rBook Flex*. Use these numbers to support at least two of your arguments. Make sure you state your points in your own words.

2. Format correctly.

- When sending an actual email, always check the spelling of the address. Make sure you have not added any extra spaces or punctuation marks.
- Unlike a letter, emails do not require a greeting (*Dear Ms. Morgan*) or a closing and your name (*Sincerely, Carla*), but you may use them if you wish.

3. Write your email.

If possible, type your email on a computer. Include the following:

- A one-sentence introduction telling why you are writing.
- Your reasons why the person should think twice before dropping out. Remember to include facts and figures to support your points.

Proofread and use the spell-check tool.

4. Present.

Print a copy of your email to share with the class.