OTW2School Letter Checklist

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

√+ = 5 √ = 3 √- = 1

Greet/Closing: \_\_\_\_\_ x 1 =

Introducing Self (1para): \_\_\_\_\_ x 2 =

Life Details/Inspiration (1para): \_\_\_\_\_ x 3 =

3 Questions abt Life: \_\_\_\_\_ x 2 =

Quality/Neatness: \_\_\_\_\_ x 2 =

TOTAL: \_\_\_\_\_/50

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