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| --- | --- | --- | --- | --- |
| **Criteria** | 1  not yet | 2  some | 3  more | 4  thorough  and independent |
| Has the elements of a letter (date, salutation, body, closing, signature) |  |  |  |  |
| Included interesting details about own life |  |  |  |  |
| Asked questions, and encouraged pen pal to write back. |  |  |  |  |

**Simple *Letter Writing* Rubric**

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