Focus, Support, Organize Writing
CCSSW4. Produce clear and coherent writing in which the development, organization, and style are appropriate to task, purpose, and audience.

Who is my reader? _________________________________

What is the focus—what is the Main Idea I will communicate?

Information to include to make that idea clear to this reader:

___  ___________________________________________________
___  ___________________________________________________
___  ___________________________________________________
___  ___________________________________________________
___  ___________________________________________________
___  ___________________________________________________
___  ___________________________________________________
___  ___________________________________________________

Get It Across: Organize Your Writing
Number it in the order you will include it.

Then write. Be sure to keep the focus clear.