![MCj04061120000[1]]()

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

**Hour:\_\_\_\_\_\_\_**

**Novel 1 Project: Character Cover Letter**

“Never tell a young person that anything cannot be done. God may have been waiting centuries for someone ignorant enough of the impossible to do that very thing.” –John Andrew Holmes

**Directions:**

1. **Choose a main character from your story.**
2. **Challenge: That character will try to convince a potential future employer that he or she is qualified for a job.**
* You may choose a desired future occupation for your character. Consider his or her strengths and weaknesses in your novel. You can choose a traditional or modern job option. (doctor, teacher, lawyer, gamer, graphic designer, etc.)
* Yes! You can use your imagination and write from a 1st person point of

 view!

**Letter Length: a minimum of 5 good sentences per paragraph**

* **Introduction:** (Include a salutation.)
	+ The character needs to grab the potential future employer’s attention!
	+ Give a summary of his or her background and history in the novel you read.
	+ Present his or her desired job position or field of interest.
	+ Your final sentence gives **his or her job request and 3 qualifications** for the job.

*Example: “I would be a great addition to your nursing staff because of my communication skills, my compassion, and my ability to work well under stress.”*

* **3 Supporting Paragraphs:**
	+ You must use good quotes or specific descriptions of your character’s actions or life experiences in the novel that would support each of your points.
	+ *Example Topic Sentences:*
		- *Paragraph 1: “My communication skills would . . .”*
		- *Paragraph 2: “Compassion is also a strength . . .”*
		- *Paragraph 3: “Working well under stress would . . .”*
* **Conclusion:**
	+ Be sure to thank your character’s potential future employer for taking time to read this and for considering you for the job.

**Your Success Checklist:**

* Place your name and hour in the top right hand corner.
* Use standard letter format (You can include an address if you want to.)
* Start with a salutation. (Dear Dr. Jones:)
* Type it in black ink. 12 point font required. Use a traditional font style like Times New Roman, Tahoma, Calibri, etc. These are easier on the eyes. No scripted fonts allowed.
* **Double space!!!**
* No word count is necessary, but be sure to have **at least 5 sentences per paragraph**.
* Use 1st person viewpoint.
* Make sure the introductory paragraph is a good summary of who the character is in your novel.
* Use a good topic sentence for each of the 3 middle paragraphs.
* Use at least 2-3 good examples or quotes from your novel for the 3 middle paragraphs.
* Make sure your final paragraph includes a gracious thank you to your potential boss.
* Indent each paragraph. (5 spaces)
* Double check your grammar, spelling, capitalization, and punctuation.
* **Use good transitional words and vary your sentences.**
* You will be submitting these online via Google classroom, and that will be available starting on Tuesday, February 20th. The project is due Monday, February 26th at 5 p.m.

**SAMPLE Novel 1 Project Rubric**

**Evaluation Scale: 2=poor 4=fair 6=average 8=good 10=excellent**

**General:**

* **Organization:** The letter is well-organized and clearly divided. \_\_\_\_\_/10
* **Summary:** The letter includes a good summary of the character’s life. \_\_\_\_\_/10
* **Persuasion:** The letter uses creative and persuasive support. \_\_\_\_\_/10
* **Style:** The paper exhibits clear style and well-developed sentences. \_\_\_\_\_/10
* **Serious Errors:** *(Frag, CS, FS)* \_\_\_\_\_/10
* **Mechanics:** *(Spelling, Capitalization, Punctuation)* \_\_\_\_\_/10
* **Format:** The paper follows given guidelines. \_\_\_\_\_/10

 *(salutation, paragraph format, black ink, font size, double spacing, etc.)*

**Honesty Agreement:**

By signing this line, I am agreeing that I have completely finished reading my novel without skimming or skipping any information.

**Your Signature:\_**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_/30

 **Score:\_\_\_\_/100 points**