

## Persuasive Letter Planning Aid

**Directions:** Use this planning aid to help you organize and write a persuasive letter.

### Introduction

Your address

Their address

- Dear...
- I am writing to you to discuss...
- There are those who believe... however...
- The future...
- Individuals who care about...



This is your opening/  
introduction. Explain why  
you are writing, outlining  
your position.

### Claim One

- Firstly,...

*(outline your first claim, being sure to develop it by using your supporting ideas and a range of devices)*

### Claim Two

- Secondly,...

*(outline your second claim, being sure to develop it by using your supporting ideas and a range of devices)*

### Claim Three

- Finally,...

*(outline your final claim, being sure to develop it by using your supporting ideas and a range of devices)*

### Conclusion

- Everyone can agree that...
- If we do not stand up and say...
- It is our duty...

Yours sincerely,

(your name)

### Possible Devices

- Rhetorical question (What can we do?)
- Direct address (you have the power)
- Emotive language (this is destroying lives)
- Repetition (we must learn now, we must act now)
- Fact and statistics (50% of people believe...)
- First-person plural pronoun (our future depends on it)
- Imperative form of verb (speak out)
- Alliteration (strong and stable)
- Assertion (we all know that this is right)