Chapter 16 Processing Assignment   Letter to the Emperor

Pretend you are a foreigner, an aristocrat, or a scholar. You are looking for a government job. Write a letter to the emperor to try to convince him to hire you. Your letter should be between 300 and 500 words and

• follow the form for a business letter. Include the <u>date</u>, <u>your address</u>, the <u>emperor's address</u>, a <u>salutation</u>, and a <u>closing</u>.

• have three paragraphs:

—*Paragraph 1:* Introduce yourself. **Explain who you are** (a foreigner, an aristocrat, or a scholar) and the type of government job you want.

—*Paragraph 2:* Clearly state that you believe **a person like you is best qualified for this position**. Give **three reasons** for your claim. Make your letter personal by **adding fictitious details**. If you are a scholar, for example, you might write, *You know that scholars have to study hard to pass the civil service exam. You can assume, therefore, that I do not shrink from hard work and will spend endless hours collecting the taxes that the selfish aristocrats have refused to pay.*

—*Paragraph 3:* Give **two reasons why the two other types of people would not make good officials.**

• be free of grammatical and spelling errors.
• be written neatly in ink.

***Attach this sheet to your project.**

RUBRIC	
Elements for a business letter	
Explanation *of who you are* paragraph	
Reasons *for your type* paragraph	
Reasons *against other types* paragraph	
Writing conventions (spelling/grammar) and Neatness	
TOTAL	

Date of the letter (time period of the dynasty)
Your name
Your address

Emperor's name
Emperor's address

Dear Emperor:

1. Paragraph that tells who you are and what type of government job you want.

My name is …

2. Paragraph that gives three reasons you are the best qualified for the job.

One reason I am the most qualified person is….

3. Paragraph that tells why the other types of people are not as qualified as you.

Foreigners/aristocrats/scholars are not as qualified as I am because …..

Sincerely,

Your name signed