**1.01 Argument Checklist**

**Yes/No**

|  |
| --- |
| The issue, and your position on it, are clearly identified at the beginning of your letter. |
| The letter is directed toward a specific audience. |
| You support your position with valid reasons and evidence. |
| You use language and rhetoric in ways that are tailored to appeal to the audience. |
| You use at least two of the following types of appeals: logos, pathos, ethos. |
| You address counterclaims, showing why your position is more convincing. |
| Your letter—its claims, counterclaims, reasons, and evidence—is organized effectively. |
| You use words, phrases, or clauses to give your letter clarity and cohesion. |
| You maintain a formal style and an objective tone throughout your letter. |
| You conclude with a call to action. |

\_\_\_\_\_\_

\_\_\_\_\_\_

\_\_\_\_\_\_

\_\_\_\_\_\_

\_\_\_\_\_\_

\_\_\_\_\_\_

\_\_\_\_\_\_

\_\_\_\_\_\_

\_\_\_\_\_\_

\_\_\_\_\_\_

\_\_\_\_\_\_

\_\_\_\_\_\_