

I plan on submitting my letter to this publication:

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<b>Mode</b>	What do I know about a letter as a genre? How is a letter formatted?
<b>Media</b>	What final publishing format will I use? A traditional written letter or another format like a blog, video, digital story, etc.?
<b>Audience</b>	What can I assume about the previous experience and knowledge my audience will have? What kind of things might my audience want to hear about? What tone is most appropriate for a letter to this audience?
<b>Purpose</b>	What action or result do I hope for in writing about this issue? What are my reasons for writing about this particular issue?
<b>Situation</b>	What do I already know about the issue? What personal experiences or stories might I include in my letter?