



Informal letter writing questions for class 5

Death is the most natural thing, yet it seems surreal, which is why most of us don't bother planning for it (plus it's kind of a bummer). We've told you how to prepare for the practical stuff, but there's the emotional side to think about, too. Consider writing a "last letter." It's a fact of life that we're all going to die at some point. While it's not something you...Read moreOver at the New York Times, Doctor VJ Periyakoil details her experience dealing with dying patients. She writes: The most common emotion they express is regret: regret that they never took the time to mend broken friendships and relationships; regret that they never told their friends and family how much they care; regret that they are going to be remembered by their children as hypercritical mothers or exacting, authoritarian fathers. Based on this experience, Periyakoil launched the Stanford Friends and Family Letter Project. It's basically an initiative that encourages patients to open up a dialogue with their doctors and loved ones to communicate "what matters most to them at life's end." This means creating guidelines for their care, but it also means expressing their feelings to family and friends. Again, it's kind of a dark topic and one that most of us don't exactly embrace. The idea that you may leave this world without closure, though, is an even more unpleasant thought. The Project's site includes three templates you can use: What Matters Most Letter: This is a letter template that allows anyone to document what matters most to them and what treatments they want in the future. This tool is free and is available in print, as an online fillable form and as an iPhone and Android App in eight different languages. Letter Project Advance Directive: This tool allows anyone to answer a few simple questions in English. When they finish and click print, the tool will send them an auto-filled valid advance directive document and a supplemental letter to their doctor describing their preferences for medical care at the end of life. This tool is free and is available in print, as an online fillable form and as an iPhone and Android App. Friends and Family Letter: This letter can help all adults complete their seven life review tasks: acknowledging important people in our lives ; remembering treasured moments in our lives; apologizing to those we may have hurt; forgiving those who have hurt us; and saying "thank you," "I love you" and "goodbye". Using this template, you can write a letter to your friends and family in one of eight languages using an online form, an iPhone or Android App or a printable form. Hit the links above to check out each template. You fill them out online, and then you can print or email (you don't have to sign up for or submit anything). To read more about the initiative, head to the links below. Stanford Friends and Family Letter Project via The New York TimesPhoto by ktburnett91 Coming out in a letter is a good option for people who express themselves best in writing. Writing can also help you organize and present your thoughts without distractions, lip-locking nerves, an overload of emotion or interruption from your family members. These suggestions can help you write a coming out letter to family or friends. Don't be short on words. A letter is a great way to purge emotions and express your feelings at the same time. Let your thoughts flow freely. Try freestyle writing, where you write without stopping for a certain length of time. Then reorganize your thoughts to make them more coherent. Forget about the rules. Your coming out letter isn't a term paper, and there is no standard format to follow. Organize your thoughts without dwelling on spelling, grammar, or structure. Write about the past, present and future. In your letter, express how being in the closet has made you feel and what it means for you to come out. Talk about your vision for the future and how important it is to have their support. Don't make assumptions. You know your family best and may anticipate a certain reaction, but they may surprise you. Keep in mind that each member of your family may process the information differently. So, in your letter, be sure to express yourself without attacking. Dispel myths. Your letter is a great place to educate your family and friends. Clear up any myths, stereotypes or misconceptions they may have about LGBTQ people. Follow up. Writing a letter is a very personal way of communicating. However, you should follow-up and have a face-to-face discussion with your relatives. Reinforce your thoughts. During your face-to-face time, reiterate the thoughts and feelings expressed in your letter. Make a bulleted version of your letter and keep it on hand. That way you can reference it just in case you freeze during your person-to-person talks. An informal letter, also referred to as a friendly letter, is a personal letter written to friends or relatives. There are fewer formating rules for informal letters with a heading in the upper right hand corner that contains the sender's address and the date. This is followed by a salutation or greeting followed by the recipient's name and a comma, the letter body, a closing phrase also followed by a comma and the sender's signature. When writing to a very close friend or relative, it is permissible to omit the address in the heading unless it has recently changed. Informal letters share personal and family news, recognize special occasions and offer congratulations, sympathy and thanks.

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