

Professional Writing #1

On the back of this page is a copy of a letter that was sent to the Department of Mathematics in 1994. A clipping from “Kid City” magazine had been stapled in the bottom right hand corner.

Your first professional writing assignment is to assume that the letter had been forwarded to you and that it is your responsibility to respond. What will you write?

Here are some things to consider as you compose your letter. The letter “opens the door” to quite a bit of mathematics. Do you “see” the mathematics and do you understand it? How can you help yourself better understand the mathematics? What pedagogical issues are important as you decide what to write? What mathematical ideas should you discuss in your letter? How can you explain these mathematical ideas in ways that will support the teacher, encourage the students’ interest in mathematics and cause this exchange of letters with you to be a learning experience in mathematics?

Your letter will be evaluated on your attention to the mathematical issues, the general form of your letter (i.e., opening, closing, body, and voice), and grammar and spelling.

Due: The beginning of class on Wednesday, August 25.