

What's The Subject?



Teachers Information:

During our simulated missions, the students will be communicating with each other via email. This worksheet is practice for your students to pick out a good subject for the subject box when generating those emails.

-----cut on this line for student worksheet-----

Student Information:

Read each email below and pick out what you feel would be best to use for the **Subject** for each email. The subject is the summary of what the email is about. Each subject should be 1-2 words.

1.

Subject Box:

Email:

Please read page 3 of the *Rock Collection* book and let me know what samples I should test first. I know we have to test 5 rock samples total but I need to know which specific samples to test. Thank you.

2.

Subject Box:

Email:

Hi Chip!

When are you having your birthday party? I am excited to celebrate with you and be able to hangout. I already bought your present and can't wait for you to open it. It will be a fun day!



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3.

Subject Box:

Email:

What is the temperature of the sanitation room? I need to put that information in the data log for our records.

4.

Subject Box:

Email:

Can you pick me up some kleenax on your way home? I have a terrible cold and would like the extra soft kind. I really appreciate it. I hope I start feeling better soon so I can get back to work.

5.

Subject Box:

Email:

Hi Andrew. I was wondering if you can bake your special cookie dunkers for our meeting on Wednesday night. They are so delicious and I know everyone will love them. DJ requested 2 dozen for the meeting. Please let me know if this is possible as soon as possible so I can get all the plans completed. Thank you!

6.

Subject Box:

Email:

Good afternoon Cora,
Your order is ready for pickup. It is in the front office for you.

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7.

Subject Box:

Email:

The dogs that are signed up for the Fur Friendly Walk coming up on May 3rd are: Jax, Sadie, Chance, Clark, Abby, Cisco, Elsa, Toby, & Marty. We are hoping to get 10 more dogs signed up this week. Thanks for all your hard work. I am making each dog a special take home initial dog tag for their collars. It will be a fun doggy day and we are all thrilled to host this event.

8.

Subject Box:

Email:

Please contact our board president Kelly at (608)555-1103. She will be able to answer all of your questions. Her assistant Sandy will set you up with an appointment. She will be able to answer all your questions.

9.

Subject Box:

Email:

Our highly trained robotics team will be able to present you with the information you need to work on the wiring. On our team, Andrew and Tammy are the most skilled in this area. Please set up a meeting with them as soon as possible.

10.

Subject Box:

Email:

We need to book two hotel rooms for the big trip to Seattle. Kim and Sean will share one room and the other room will go to Jerry, Joshua & Matt. The rooms are \$135/per night. We hired a driver, TJ, to take us to the airport the morning we leave.