Convention Attention!

YOYO	You're on your own.	You will need to work independently.
ILBL8	I'll be late.	I will be tardy to class tomorrow.
WU	What's up?	What are you doing today?

Match the level of **convention formality** to the **purpose**, **format**, & **audience**.

least formal	1	2	3	4	5	6	7	8	9	10	most formal
	Sticky note to self	Text message to a friend	Phone message for a family member	Class notes for personal use	Email to a friend	Thank-you note to a relative	Typical school assignment (first draft)	State writing prompt (first draft)	Major school assignment (final draft)	Scholarship/ College essay, Job application	