

Name \_\_\_\_\_

## Voice Switchboard Answer Key

Note: Responses may vary. Answers should be evaluated for appropriate register and audience fit.

1. I am writing to express my concern regarding the recent rule change, as it significantly disrupted my schedule.
2. The data shows that students are getting less involved over time.
3. I found this assignment challenging, and it required more time than I expected.
4. They talked about bus issues at the meeting.
5. I realized that the people around me had a strong influence on how I acted.

### Teacher's Guide

- **Instructional focus**

- Help students recognize how audience expectations shape vocabulary and tone.
- Reinforce the difference between casual, formal, academic, and reflective registers.

- **Differentiation**

- Support: Provide a register word bank labeled casual, neutral, and academic.
- On-level: Require students to underline the words they changed in each revision.
- Extension: Have students rewrite one response for a third audience, such as a public announcement or academic abstract.

- **Assessment tips**

- Focus on appropriateness of word choice rather than length.
- Watch for mismatches such as overly formal language in casual contexts or slang in academic writing.
- Encourage clarity and audience awareness over complexity.