

10/6/2022

## Letter To The Editor

### Points to remember

These letters give suggestions / create an awareness on public issues.

Draw the attention of the concerned authorities / general public  
Not the Editor

Request the Concerned Authorities to take the action not the editor. It is not a direct request

While dealing with social / civic problems provide suggestions to curb / control it (end)

Raise the issue by citing some latest news / items / survey / report / Personal exp etc.

Analyse the issue in terms of causes & consequence

Conclusion to be (true), straightforward and pleasant tone & use of polite language

### Format :

Senders Address

Date

The Editor

Newspaper name

Address

Subject

Salutation

Contents (Intro, Body, Conclusion)

Close

- C) You are Reha / Rabesh, a student of Bharti public School Class 12. The students are required to cope up with a lot of stress in today's competitive environment. Write a letter to the editor highlighting increasing stress faced by students & suggesting ways to combat it.

A) Bharti Public School  
Delhi

6 July 2018

The Editor

The Times of India

Bahadur Shah Zafar Marg

New Delhi - 110002

Sub: Problem of Increasing stress faced by students

Sir,

Through the columns of your esteemed newspaper I would like to express my views on the problem of increasing stress among the students due to

highly competitive environment.

Today's world is full of competition. Every now & then a child is assessed on different parameters. Parents expect a lot from their children. They want their children to excel in all the fields such as studies, sports & co-curricular activities. Everyone wants their children to be a doctor or an engineer. The result is that children are widely stressed & burdened. All day long they are indulged in completing their homework & studies as no time is left for games & sports.

It is high time we should ponder about this problem. Students should be involved in games, sports & yoga to combat stress. Parents should not pressure their children for performing excellently in studies. Meditation can be practised for keeping stress at bay.

Yours sincerely,  
Rakesh.