

**National Study of Writing Instruction
Telephone Recruitment Script**

Hello, Dr. Smith. I am _____ from the University at Albany with the National Study of Writing Instruction. I'm hoping that you received our letter describing the study. As the letter explained, the study is focusing on schools with reputations for excellence in the teaching of writing, in order to better understand how students are learning to deal with the advanced subject-matter learning of the middle and high-school years. Information from high performing schools like yours will be used as a context for a later national survey of more typical practice.

If you and your district choose to participate, a research team will visit the school for three days to interview administrators and teachers, and observe classes. Questions will focus on district and school policies and procedures as well as classroom practices. With the help of your teachers, we will also select at least 3 students at each of the targeted grade levels (grades 6, 8, 10, 12) to act as "key participants" saving all of their written work over an entire semester for the study to analyze, as well as being interviewed about their work.

Our project team will be as non-disruptive as possible to school activities. We will provide a stipend of \$500 for each grade level studied for a teacher to serve as liaison to help schedule interviews and classroom visits, and to collect and forward student work. Students chosen as "key participants" will also receive a \$20 book store gift certificate.

All participation will be voluntary; individuals may choose not to participate or to stop participation at any time without penalty. Participants will not be asked any questions of a personal nature, and the study will involve minimal risk to participants.

We know that instructional time is valuable and will be happy to work with you to determine the best time for the site visit.

Do you have any other questions about the project?

If you are willing to participate in the study, please fax a response on your district letterhead, modeled after the form attached to the letter we sent (or we can fax you this form now.)

Thank you for giving this research study serious consideration. We look forward to hearing from you.