

MODEL INTRODUCTION

Dear Mr. White,

August 20, 2025

As a fan of your publication, The Daily Planet, I am writing to formally introduce myself to you. My name is Clark Kent, and I am a new arrival in Metropolis. Until recently, I lived in Smallville, which is a small town in rural Kansas. Growing up on a farm with my mother and father, Jonathan and Martha, I learned the value of hard work and doing the right thing. Even though I've always been big for my age, I was never much for sports. Instead, I've always enjoyed reading, writing, and doing whatever I can to help the people around me. As a journalism student, I have a passion for finding stories that interest people. I also have strong writing skills, lots of experience interviewing those on the scene, and am great at keeping details organized and accurate.

One achievement that I'm very proud of is winning the Reporter of the Year award from my high school newspaper. I believe that journalism is the perfect way for me to contribute to the community. Somehow, I have often found myself near the action in many dangerous situations, and I have been able to use my writing talent to get the real story to the people. I am passionate about both truth and justice, and winning Reporter of the Year showed me that others see the value of my work, too.

Someday, I hope to become a reporter at The Daily Planet. I admire the Planet for its commitment to fairness and justice. Once I started reporting and writing articles, I knew it was what I wanted to do professionally. To help me achieve that goal, I am constantly working on improving my writing skills and staying up to date with current events. I am also taking as many writing classes as I can and keeping the best grades possible while staying out of trouble.

Sincerely,

Clark