

NAME \_\_\_\_\_

DATE \_\_\_\_\_



## PLANNING FORM

**W-4**

### Press Release

Spreading the news about your new team

#### Instructions

Complete this form to help organize the information for your press release.

1. The first paragraph of the press release should be a brief introduction announcing the release of your team roster. Be sure to include your name, your team's name, and when and where the selection of your team took place. Write a paragraph in the space below to use in paragraph one in Project W-4.

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2. The second paragraph of the press release should include the names of some of the key players on your roster. Write a paragraph in the space below to use in paragraph two in Project W-4.

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3. The final paragraph of the press release should conclude by telling where games will be played, when the season will begin, and who the first opponent will be. Write a paragraph in the space below to use in paragraph three in Project W-4.

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