

HOW TO WRITE A LETTER TO THE EDITOR

WHAT IS A LETTER TO THE EDITOR (LTE)?

An LTE is a letter written to a specific news outlet regarding issues of concern from its readers. These letters are normally intended for publication and are often a response to an article, editorial, op-ed, or column previously published.

LTE vs OP-ED

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| <ul style="list-style-type: none">* Written in response to an article.* Your topic has been mentioned in the news outlet recently.* uses facts to bolster article or clarify information.* You have just one or two points that can be succinctly stated. | vs | <ul style="list-style-type: none">* Your topic will be of interest to most of the news outlet's readers.* You have something new, interesting, or unexpected to say.* You are writing about a larger theme that will not fit into 150 words or less. |
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1 STATE WHAT YOU'RE RESPONDING TO & WHY

BACK UP YOUR ARGUMENT WITH EVIDENCE, STATS, YOUR EXPERTISE

3 CONCLUDE BY STATING YOUR POINT & A CALL TO ACTION (IF APPROPRIATE)

BEFORE YOU SUBMIT AN LTE FOR PUBLICATION:

- * Make it relevant and timely.
- * Cite the article you're referencing.
- * Make sure you cite all your sources.
- * Check your facts.

EXAMPLES:

- Congress Has the Power to Lower Drug Prices
- Letter to the Editor Template



SOURCES:

- <https://www.youtube.com/watch?v=oxNPt5eQd00>
- <https://www.axiapr.com/blog/whats-the-difference-between-an-op-ed-and-a-letter-to-the-editor>
- <https://www.aauw.org/resources/policy/advocacy-toolkit/lte-vs-oped/>
- <https://ctb.ku.edu/en/table-of-contents/advocacy/direct-action/letters-to-editor/main>