

# Writing

## Text Type: Narrative

**Purpose:** to tell a story.

- More than just giving the order of events.
- There has to be a problem to be solved to make the story interesting
- The story must have a definite ending.

**How to write a narrative:**

1. A **setting** (who?, where? and when?) and introduce the **characters**
2. A sequence of **events** that leads to a **problem** confronting the characters.
3. A **resolution** where the problem is solved.

## Text Type: Procedure or Instructions

**Purpose:** to describe how to do or make something.

**How to write a procedure or set of instructions:**

1. A **statement**: What are you telling the reader to make or do? E.g. a recipe
2. A list of **materials, equipment or ingredients** you will need.
3. Step-by –step **instructions** of what to do. The steps can be numbered.

## Text Type: Recount

**Purpose:** to tell the reader about experiences. It can be:

- a personal recount, telling about a personal experience
- a factual recount, describing something that happened
- an imaginative recount which applies factual knowledge to a made up story, e.g. a day in the life of ...

**How to write a recount:**

1. A **setting** (who? When? and where?)
2. The sequence of **events** in the order in which they happened. (There may be some personal comment about the events.)

## Text Type: Report

**Purpose:** to give facts and information about a topic.

Reports can be about any topic: people, places, animals, hobbies etc.

**How to write a report:**

1. A general **statement**: What is it going to be about?
2. **Facts** about the subject set out in paragraphs.
3. Include a **picture** or drawing about the topic.

## Text Type: Argument

**Purpose:** a writer presents a point of view and gives reasons why that position is held.

How to write an argument:

1. A **statement of position** explaining which side of the argument you agree with.
2. **Evidence** for your argument.
3. A **summing up**, where your position is re-stated, a conclusion is drawn, a question is posed or there is a call for some action.

## Text Type: Explanation

**Purpose:** to tell you how and why something works, e.g. how games are played or computers work.

**How to write an explanation:**

1. A **statement** about what you are going to explain.
2. The **details of how or why**. Set this out in paragraphs.

## Writing a response to a story

Use the “De Bono’s Thinking Hats”

- Red (Emotions) - How did you feel when...? or how did a certain character feel when...
- Blue (Personal response) - What did you learn from...? What if....
- Green (Creativity) - What else could have been done? What would you have done?
- White (Information / facts) - What was ...? Who was...? How many? Where?
- Yellow – good points
- Black – bad points

## Hand writing

Watch for:

- Correct grip of pencil
- Tall letters formed top to bottom
- Round letters like ‘o’ and ‘a’ start at 1 o’clock
- Spaces between words
- Writing on the line
- Not too small or large
- Not rushed