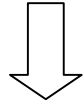


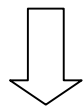
writing a non-chronological report

Purpose: to describe something factual – tells you what something is or was.

Organise your information carefully into clear separate sections (paragraphs) eg, Why did the Egyptians build pyramids? Pharaohs, after-life, gods & goddesses, rich & poor.



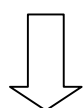
Use headings and sub-headings



Simple, clear title. Questions to tempt reader

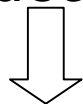
Opening statement: Introduce the information – who (who are you writing about?)

- what (what is it or what is it used for?)
- where (where is it found?)
- when (when is it found?)

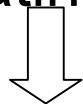


Write short simple sentences

Use facts, key technical vocabulary, 3rd person, general nouns, present verb tense (unless historical), connectives to link ideas; but, so, and, because, however.



Use diagrams and captions to explain, key labels, leader lines, 'fascinating facts'.



Concluding statement.....*Now re-read. Have you written a factual, clear, well organised report?*