

L.O. Identify features of a Non-Chronological Report Writer's Toolkit

Layout:

- A reason and/or invitation to read on;
- Sections may have one or more paragraphs, to mark new information, subsections etc
- Sections start with a topic sentence to capture interest and define subject
- More detailed definitions
- A range of interesting facts and ideas about the topic in a sequence which builds up information logically;
- References to sources of evidence to add authority
- A conclusion with an interesting nugget of information to sustain the reader's interest

Language/sentence structure:

- Expanded range of conjunctions and generalisers
- Use of provisional statements with words and phrases like *usually...*, *seem to be...*, *tend to...*,
- Technical vocabulary to add precision
- Opinions as well as facts
- Varied sentence structure, length and type e.g.
 - complex sentences to combine information clearly and precisely
 - varied sentence style and length to keep the reader interested
 - sentences with lists of three
 - active and passive voices
 - Conditional and hypothetical (*if...then...*) Sentences
 - exclamation sentences:

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