

Tuesday 6th October

L.O. Organise information in a non-chronological report.

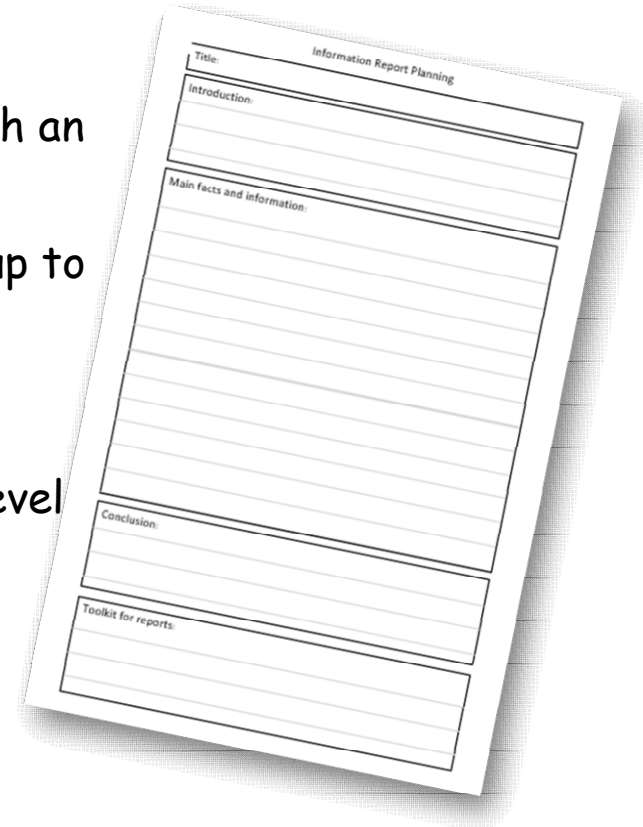
Information reports (also known as non-chronological reports) can be found in the non-fiction section of libraries, in magazines and on web pages. They are written for anyone who wants to find out about a topic - whether animals of Australia, castles in Northumberland, dinosaurs, the English football league or Disney films of the 20th Century.

Before we start our new writing unit, let's see how much we can remember about information reports from our previous lessons.

A very brief reminder of your report layout: as for every piece of non-fiction, you will need to begin with an **introduction** and finish with a **conclusion**, with your **information** placed in between. How you do this, is up to you, but if you can remember at least some of the **writer's toolkit**, it will help a lot.

Can you recall what kind of language to use? What level of formality? How to link your ideas? Any useful phrases that would help?

Use the planning sheet to note down your ideas.



The image shows a tilted 'Information Report Planning' sheet. It is a form with several sections, each with a header and a set of horizontal lines for writing. The sections are: 'Title:' (a single line), 'Introduction:' (three lines), 'Main facts and information:' (a large section with ten lines), 'Conclusion:' (three lines), and 'Toolkit for reports:' (three lines). The title 'Information Report Planning' is at the top right of the sheet.

All you need to do now, is think of a topic to write an information report about. As the author, you will need to be very knowledgeable about your chosen subject, so choose carefully; you need to know a lot about it, so try to go for something that you are interested in.

