

Tuesday 5TH January
WALT Use Organisational
Features in Non-Fiction Writing

What are instructions?

A step by step guide explaining how to make or do something.

Instructions can be spoken or written.

Types of instructions

Instructions are used for many things.

How many types of written instructions can you think of?

- recipe books
- computer games
- craft books
- gardening guides
- science experiments
- how to play a sport or game
- safety rules

What will we need to make a cup of tea?



Equipment / Ingredients

- 1 cup
- a kettle
- cold water
- 1 tea bag
- a spoon

What is wrong with these instructions?

- Hot water in cup
- Drink tea
- Tea bag in bin
- Kettle on
- Tea bag in cup

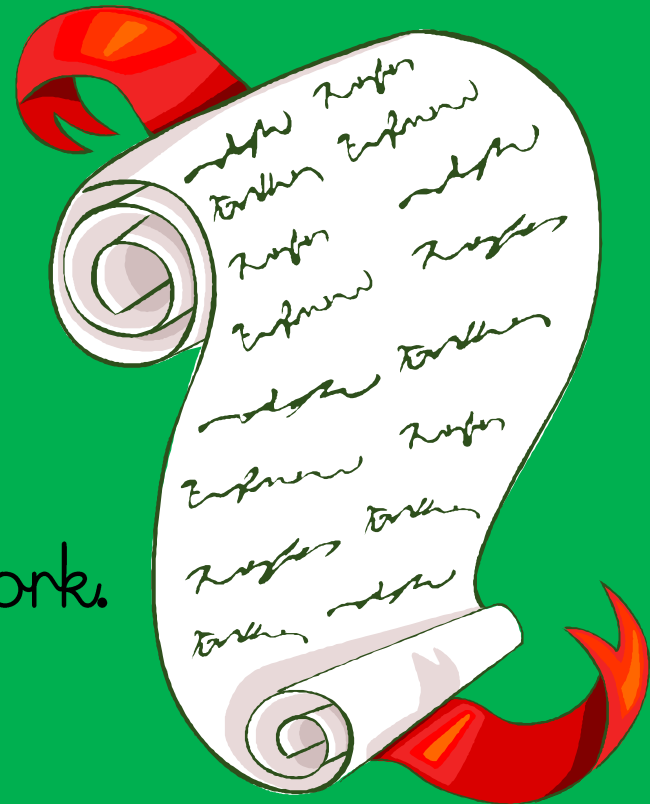
Sub-heading and sequencing...

What is sequencing?

Why is it important?

Getting the order right!

Otherwise, things don't work.



What else could we do to make the instructions better?

Method

1. Kettle on
2. Tea bag in cup
3. Hot water in cup
4. Tea bag in bin
5. Drink tea

Imperative verbs...

What are they and what is their job in the instructions?

bossy verbs tell you what to do

put

add

mix

chop

slice

place

cut

spread

open

serve

Add some imperative verbs to make the instructions better?

Method

1. Kettle on
2. Tea bag in cup
3. Hot water in cup
4. Tea bag in bin
5. Drink tea

Can you find the imperative verbs?

Method

1. Put the kettle on.
2. Put one tea bag in the cup.
3. Pour hot water into the cup.
4. Put the tea bag in the bin.
5. Drink the tea.

What else could we do to make the instructions better?

Fronted adverbials with ,

Why do we need them?

to make the instructions even clearer

to vary the sentences so that the reader keeps reading

Finally,

Next,

When ...

First,

Use ...

Now,

After ...

Carefully,



Can you spot the FA,?

Method

1. First, put the kettle on.
2. Next, put one tea bag in the cup.
3. When the kettle has boiled, pour hot water into the cup.
4. Carefully, put the tea bag in the bin.
5. Finally, enjoy drinking the tea.

What else could we do to make the instructions better?

Being accurate with amounts

How much water is needed in the cup?

How will the reader know when to stop pouring the water into the cup?

Method

1. First, put the kettle on.
2. Next, put one tea bag in the cup.
3. When the kettle has boiled, pour hot water into the cup until the top of the water is about 2cm below the top of the cup.
4. Carefully, put the tea bag in the bin.
5. Finally, enjoy drinking the tea.

What else could we do to make the instructions better?

Safety Tips

What is a safety tip?

Why do we need to know about safety in instructions?

so people don't get hurt



Method

Top Tip

Check that there is enough cold water in the kettle before you turn it on.

1. First, put the kettle on.
2. Next, put one tea bag in the cup.
3. When the kettle has boiled, pour hot water into the cup until the top of the water is about 2cm below the top of the cup.
4. Carefully, use a spoon to take the tea bag out of the cup. Then, put the tea bag in the bin.
5. Finally, enjoy drinking the tea.

What else could we do to make the instructions better?

add a title

include an introduction paragraph

finish with a closing paragraph

How to Make a Cup of Tea

Do you enjoy drinking tea? Would you like to sit down and relax with a cup of this soothing hot liquid? Well, follow these clear instructions to make yourself a delicious cuppa!

Now, sit down and enjoy a peaceful five minutes as you sip your tasty cup of tea. Enjoy your break!

Now have a go at writing your own instructions

Use the tips from this presentation to make sure you put your instructions in order, use fronted adverbials, use imperative verbs and read through them to check that your instructions make sense.

You can choose what the instructions are for, putting on a jumper, brushing your teeth, making your breakfast, building a snowman, whatever you like!