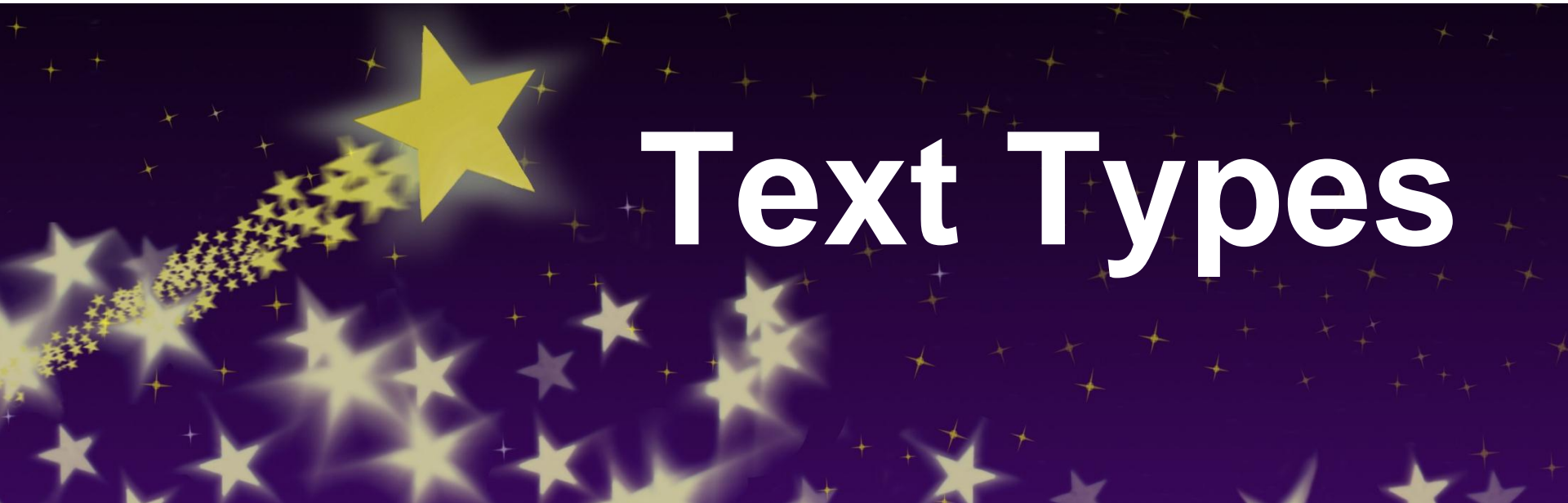


Improving Your Writing



Text Types

What are the main text types you use in lessons?



Writing to:

- **Instruct**
- **Recount**
- **Explain**
- **Inform**
- **Persuade**
- **Discuss**
- **Analyse**
- **Evaluate**

Where are these text types found?



Annotate the A3 sheets with as many examples as possible of the different types of writing you often use both in class and at home.

- **Which ones fit into which categories?**
- **Do some fit into more than one type?**

Did you include...



- **Adverts**
- **Brochures**
- **Leaflets**
- **Newspaper articles**
- **Magazine articles**
- **Essays**
- **Debates**
- **Reports**
- **Diary entries**
- **Biographies**
- **Autobiographies**
- **Explanations of how things work**
- **Different types of evaluations (e.g. science experiments..etc)**
- **Recipes**
- **Directions**
- **Instructions on how to do something**
- **Retelling a story**
- **Reviews**
- **Different types of letters (i.e. applying for a job; letter of complaint...etc)**
- **E-mail to a friend**

Key to Successful Writing:

- 
- **Purpose**
 - **Audience**
 - **Form**

Purpose...



**...make sure you
know why you are
writing.**


Audience...



**...make sure you
know who you are
writing for.**

This will then help you decide upon the formality of each piece of writing you compose and what language choices you need to make.

Form...



**Once you know your purpose
and audience, you can then
decide what format or style your
writing should follow.**

For example, if it is a recipe, it needs to be in chronological order and should include sequencing connectives. If it is a newspaper article, it needs to begin with the most important or interesting facts first and should use third person narrative...etc

Having a go...



Imagine you went to a restaurant for a meal with your family at the weekend and it was terrible – the service was very slow and when the food arrived, it was cold.

In pairs, label yourselves ‘a’ and ‘b’.

- **Person ‘a’: write the opening paragraph of an e-mail explaining your experience to a friend.**
- **Person ‘b’: write the opening paragraph of an e-mail to the restaurant manager complaining about the meal.**

Now compare your writing...



- **What are the main differences in the language you used?**
- **Would you make any changes to either of the pieces of writing?**
- **How does the audience of your writing change the way in which you write?**