

The Amazing World of Woodland Wonders: Report Building

Learning objective: To identify and organise the structural features of a non-chronological report.

Pip the bookworm is trying to write a report about the 'Wise Woodland Owl', but his notes have got all mixed up! Your task is to act as the editor. Match the correct structural feature to the purpose described in the questions below. Then, use the word bank to fill in the missing labels for a report structure.

Word bank: Title · Introduction · Sub-headings · Fact Box · Paragraph · Glossary

1. Which feature tells the reader exactly what the report is about in a clear, bold way? (1 mark)

2. Which feature acts as a 'mini-title' to help the reader find specific information quickly? (1 mark)

3. Pip has written a small section with 'Did you know?' facts. What is this feature called? (1 mark)

4. Why is an introduction important in a non-chronological report? Explain in your own words. (2 marks)

5. If a report contains a difficult word like 'nocturnal', where should the writer put the definition? (1 mark)

Draw: Draw a layout of a non-chronological report page. Include a large title at the top, two sub-headings, and a small box in the corner for a 'Fact File' about an animal of your choice.

Extension challenge: Choose an animal you like. Write a 'Sub-heading' and one 'Paragraph' of information about what it eats, using formal and factual language.