

Non-Chronological Report Vocabulary Mat

Learning objective: To identify and apply technical vocabulary used to structure and write non-chronological reports.

Key Vocabulary

Use this vocabulary mat to help you write your own non-chronological report. The terms are categorized into 'Structure', 'Language Features', and 'Purpose' to help you organize your writing effectively.

Subheading A short title used to divide a text...	Fact A statement that can be proven true with evidence...	Caption A brief description or explanation written below an image or diagram...
Third-person Writing from the perspective of a third person, using 'he', 'she', 'it'...	Formal tone A style of writing that is polite, professional and avoids slang or informal language...	Glossary An alphabetical list of difficult or technical words with their meanings...
Classification The process of grouping items into categories based on shared characteristics...	Diagram A labelled drawing that shows how something works or the relationship between different parts...	Present tense The form of a verb used to describe actions or states that are happening now...
Non-fiction Writing that is based on facts, real events and real people...	Index A list at the back of a book of names, places or subjects, with page numbers to find information...	Cohesive Writing that flows logically, using linking words and phrases to connect ideas...
Objective Staying neutral and sticking to the facts without expressing personal opinions or feelings...	Information Facts or details about a particular topic or subject...	Summary A short statement that captures the main points of a longer text...
Explain why a writer...	Compare and contrast...	Justify why it is important...
What might happen...	Analyze the importance...	Create a checklist... What three features must a report have?