

Reporting on the Wonders of the World with Max the Monkey

Learning objective: To identify the key features of a non-chronological report and understand how to structure factual information effectively.

Help Max the Monkey organize his field notes! Read the questions carefully and use your knowledge of report writing to solve these puzzles.

Answer Key: 1.C, 2.True, 3.False, 4.Subheading, 5.B, 6.Introduction, 7.Glossary, 8.True, 9.Third person (or he/she/it/they), 10.B. Greater Depth Explanations: Q11. Reports need to be objective; Q12. Subheadings help the reader scan for specific information; Q13. Formal tone ensures the facts are taken seriously.

Word bank: Subheading · Fact · Paragraph · Glossary · Introduction · Formal · Caption · Layout

1. 1. Which of these is a key feature of a non-chronological report? A) A recipe, B) Rhyming verses, C) Subheadings*, D) A diary entry (1 mark)

2. 2. True or False: Non-chronological reports should be written in the present tense. (1 mark)

3. 3. True or False: A non-chronological report uses an informal, chatty tone with lots of exclamation marks. (1 mark)

4. 4. What do we call the short titles used to break up text and introduce a new topic? (1 word) (1 mark)

5. 5. Where would you find a definition of difficult words in a report? A) In the title, B) In the glossary*, C) On the front cover, D) In the conclusion (1 mark)

6. 6. Which part of the report gives the reader a brief overview of what the subject is? (1 word) (1 mark)

7. 7. What is the name for the text that appears under a photograph to explain what is happening? (1 word) (1 mark)

8. 8. True or False: Non-chronological reports present information about a topic rather than telling a story. (1 mark)

9. 9. Reports are usually written in the first person ('I') or the third person? (1 word) (1 mark)

10. 10. Why do reports include images or diagrams? A) To make the page look pretty, B) To help the reader visualise the information*, C) Because there isn't enough to write about, D) To take up space (1 mark)

Draw: Draw a layout for a report about a 'Space-faring Monkey'. Include space for a title, a picture with a caption, and two distinct subheadings.



Extension challenge: Greater Depth Challenges: 1. Explain why it is important for a report to be organized into paragraphs rather than one long block of text. 2. Compare and contrast a recount (like a diary) with a report; how does the purpose change the language used? 3. Justify your answer: Why should a report avoid using personal opinions like 'I think' or 'I feel'? 4. What might happen if a writer forgot to include a glossary in a report filled with scientific terminology? 5. Draft a short, formal introduction paragraph for a report about 'The Life Cycle of a Honeybee'. 6. Imagine Max wants to charge £2 per copy of his report. If he sells 15 copies, how much money will he have raised for his jungle library?