

Report Writing Adventure with Max and Pip

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

Read the questions carefully. Max the monkey needs help sorting out his facts for his report on rainforest trees. Choose the correct answer or write your answer clearly.

Answer Key: 1. A (Non-fiction); 2. True; 3. Sub-heading; 4. C (To provide information); 5. False; 6. Caption; 7. Present tense; 8. B (At the top of the page); 9. True; 10. Fact.

Word bank: Fact · Heading · Sub-heading · Caption · Diagram · Non-fiction · Present tense

1. 1. What type of writing is a report? A) Fiction B) Non-fiction* C) Poetry D) A play (1 mark)

2. 2. True or False: A report should be written in the past tense if it is describing how something works today. (1 mark)

3. 3. What do we call the smaller titles used to split a report into different sections? (One word answer) (1 mark)

4. 4. What is the main purpose of a report? A) To tell a funny story B) To persuade someone to buy something C) To provide information* D) To write a recipe (1 mark)

5. 5. True or False: You should include your own opinion (e.g., 'I think trees are beautiful') in a formal report. (1 mark)

6. 6. What is the name for the short piece of text written under a picture to explain what it shows? (1 mark)

7. 7. Reports are usually written in the past or present tense? (One word answer) (1 mark)

8. 8. Where does the main title go? A) At the bottom B) At the top of the page* C) On the back D) Inside a box (1 mark)

9. 9. True or False: Reports often use diagrams to help the reader understand information. (1 mark)

10. 10. Does a report contain mostly facts or mostly made-up stories? (One word answer) (1 mark)

Draw: Draw a diagram of your favourite animal and label it with three interesting facts, just like Pip the bookworm would in a report!



Extension challenge: Imagine you are writing a report about school life. Write one sub-heading you would use and one 'fact' sentence that would go underneath it.