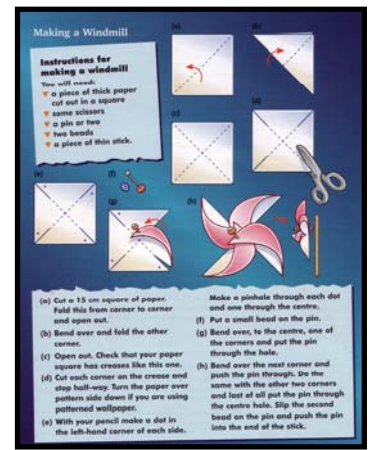


Instructional Texts

An instructional text is a non-fiction text that describes (instructs) how something is done using a series of sequenced instructions. Examples are recipes or rules for games.



- Title: the **title** usually features the word 'HOW'. For example, *How to make a pizza* or *How to make a cup of tea*. This is the **goal to be achieved** and is simply written as a statement. However you may use your title to excite your reader. For example, *Have you ever wondered how to make pizza?* (here a question is used to tantalise the reader and encourage them to read on ...)
- The **materials** or **equipment** needed are then listed. If the order is not important here, **bullet points** may be used.
- A series of **sequenced (chronologically ordered)** steps follow, using either **time connectives** (first, then, after this, during this time etc), **numbered bullet points** (1, 2, 3, 4 ...) or **sub-headings** (Step One; Step Two; Step Three etc). **Imperative (command) verbs** are used to tell readers what to do (For example, *Heat the oven to Gas Mark 4; Use a flat baking tray ...*).
- **Short sentences** will make sure that your readers will not become confused.
- The text should include:
 - *Overall goal.*
 - *Equipment needed.*
 - *Clear easy to understand instructions written in order.*
- **Labelled diagrams, illustrations, photographs, charts and graphs** may be used to help you explain the instructions clearly to your readers.
- **Read** your instructions through at the end to check that they make good sense.