Handale Primary School
Instruction Text

Audience	Someone who needs to know how to do something
Purpose	To inform the reader about how to accomplish something in as clear a way as possible.
Typical Structure	Opening that explains what the instructions are for and why they might be necessary. List of what is needed in order of use. List of steps to be taken in chronological order. Often uses diagrams. Ending – that adds in any extra points, reminders, warnings or encouragement to the reader.
Typical Language Features	Temporal connectives to organise the steps taken, e.g. first, next, after that, then, so, finally. Steps to be taken: organised by numbers, letters of the alphabet or bullet points. Fairly formal as the reader may be unknown. Use of short sentences to make the writing very clear and easy to follow. Use of bossy words (imperatives), e.g. turn, push, click, stir etc. Subject specific and technical vocabulary. Commas used when writing a list of ingredients or tools. Possible use of colon before a list, e.g. What you need: a spade, a bucket and towel.
Examples	- How to make topping - How to keep an alien happy - How to keep ourselves warm

Temporal Connectives
- First
- Next
- After that
- Finally

Use precise, clear bossy language
- Switch the red button on
- Hold down the switch for 5 seconds
- Press firmly
- Fold the paper in half
- Turn to the right