Instructional Writing

Learning Objective: To plan instructions for a new skill

INSTRUCTIONS

INSTRUCTIONS are step-bystep directions or orders so that something can be achieved.

Examples

Making toast

- 1. Firstly, take two slices of bread.
- 2. Next, put the two slices of bread in the toaster.
- 3. Then, switch on the toaster,
- 4. Following this, push down the bread in the toaster.
- 5. After that, wait patiently for two minutes.
- 6. Finally, take the toast out and enjoy!

Examples

Brushing teeth

- 1. Firstly, pick up the toothbrush.
- 2. Next, wet the bristles with some water.
- 3. Then, squirt toothpaste on to the toothbrush.
- 4. Following this, brush the teeth gently for two minutes.
- 5. After that, spit out the toothpaste.
- 6. Finally, wash the toothbrush and clean the sink.

Conjunctions

- Notice the numbering and use of conjunctions at the beginning of each instruction.
- The numbering makes the order very clear to the reader.
- The conjunctions help the instructions flow as a piece of writing.

Useful Time Conjunctions

- · Firstly, ...
- · Next, ...
- Then, ...
- · Afterwards, ...
- · Subsequently, ...
- · Finally, ...

Useful Adverbs for Description

Brushing teeth

- 1. Firstly, pick up the toothbrush sensibly.
- 2. Next, wet the bristles carefully with some water.
- 3. Then, squirt toothpaste <u>accurately</u> on to the toothbrush.
- 4. Following this, brush the teeth gently for two minutes.
- 5. After that, softly spit out the toothpaste.
- 6. Finally, wash the toothbrush and clean the sink thoroughly.

Task: Now plan the instructions for your new skill (or what you created at the beginning of the week).

Remember: Make sure that you include the correct order of events and use appropriate time conjunctions. Always keep the reader in mind!