

Text type:

INSTRUCTIONS

found in recipes, leaflets, manuals, text-books

- tells us how to do things
- starts with the goal or purpose
- gives a list of things needed
- sets out steps in time order
- uses bullet points or numbers
- often uses one sentence for each step
- often starts each step with a verb: **Place, Add, Pour**
- uses adverbs to make things clearer: **tightly, carefully**
- sometimes uses diagrams or pictures

Examples

How to make a banana smoothie

You need:

1 banana

2-3 handfuls of your favourite fruit

1 pint glass of ice

285 ml single cream

A liquidiser

2 cocktail glasses

- Place the banana and chosen fruit into a liquidiser
- Whizz for 30 seconds
- Add ice and cream
- Place lid back tightly
- Pulse the liquidiser a couple of times on and off, to break up the ice
- Whizz until the liquid is semi-slushy, like a milkshake
- Pour carefully into the two glasses



Goal or purpose

Verbs at the start of sentences

Steps in time order

Writing and sending a text message

1. Press *Menu* in *standby* mode, then choose *Messages* and *Write message*
2. Write your message. By pressing *Options* you can access functions to help you write the message
3. When the message is complete, press *Options* to access functions to help you send the message
4. Choose *Send*, then key in the phone number and press *OK*



Useful connectives

[Time/Sequence] first; then; before; next; gradually; meanwhile; once; after; when; while; finally

[Add] and; as well as; also; too; again; in addition