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| <p>1. Non-fiction texts are texts which focus on true facts rather than fiction. Whilst the purpose of fiction texts is to entertain, the purpose of non-fiction texts can be to persuade, argue, inform or advise.</p> | <p>16. Sentence type: A BOYS sentence - a two part sentence. The first part always end with a comma [,] and the last part always begins with a conjunction (but, or, yet, so).</p> |
| <p>2. Text Type: Letter - Includes the addresses of sender and recipient, a date, effectively sequenced paragraphs and an appropriate sign off (Yours sincerely/faithfully)</p> | <p>17. Sentence type: A 3_ed sentence - starts with 3 adjectives that end in _ed and describe emotions. The _ed words must be followed by commas.</p> |
| <p>3. Text Type: Speech - Includes a clear address to an audience, rhetorical devices so that an audience is being included throughout, effectively linked paragraphs and a clear sign off e.g. 'Thank you for listening'.</p> | <p>18. Sentence type: A description sentence - detail sentence is a compound sentence where two clauses are separated by a colon. The first clause is descriptive, the second adds more detail.</p> |
| <p>4. Text Type: Article - Includes a clear and original title, a strapline, subheadings, an introductory (overview) paragraph and effectively sequenced paragraphs.</p> | <p>19. Sentence type: An If, If, If, then sentence - The sentence summarises 4 points of an argument. 3 of these start with 'if' and the last with 'then.' A dash - like this - is used to separate clauses.</p> |
| <p>5. Text Type: Leaflet - Includes a clear and original title, organisational devices such as inventive subheadings or boxes, bullet points and effectively sequenced paragraphs.</p> | <p>20. Sentence type: A 3 bad -(dash) sentence - A question has 3 negative adjectives followed by a dash and then a question that links to the adjectives.</p> |
| <p>6. Audience - Who is the piece of writing intended for? The writing needs to be suitable in formality and tone.</p> | <p>21. DAFORRESTA Direct address, Alliteration, Facts, Opinions, Rhetorical question, Repetition, Emotive language, Statistics, Triple (Rule of 3), Anecdote</p> |
| <p>7. Purpose: Persuade - Intending to convince the audience to accept a particular idea or opinion, and to inspire action.</p> | <p>22. Vocabulary - Synonyms for shows: • Suggests • Emphasises • Conveys • Portrays • Illustrates • Presents • Represents • Implies • Evokes • Displays • Demonstrates • Indicates • Reveals • Highlights • Reflects</p> |
| <p>8. Purpose: Argue - Presenting a clear and well supported point of view, accompanied by facts and evidence.</p> | <p>23. Vocabulary - Synonyms for ways to 'say' something: • Mumble • Murmur • Scream • Shriek • Squeal • Mouths • Chat • Declare • Tell • Mutter • Blab • Hollers • Utter • Whisper • Shout</p> |
| <p>9. Purpose: Inform - A clear, factual and relevant explanation to the audience.</p> | <p>24. Punctuation: Capital Letters - Must be used 1) at the start of every sentence, 2) when writing a proper noun (a specific person, place or thing), 3) when writing the word 'I'.</p> |

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| 10. Purpose: Advise - Combining aspects of writing to persuade, argue, and inform, by presenting key information in a supportive manner. | 25. Punctuation: Full Stops - Must be used to mark the end of a sentence. |
| 11. Vocabulary: Interpret - <i>verb</i> - to give or provide the meaning of words/phrases. | 26. Word Type: Noun - A word that names a person, place, thing or idea. |
| 12. Vocabulary: Synthesise - <i>verb</i> - to combine parts or elements of two texts. | 27. Word Type: Adjective - A word that describes or gives more information about a noun. |
| 13. Vocabulary: Compare - <i>verb</i> - to examine two texts in order to note similarities and differences. | 28. Word Type: Verb - A word that expresses an action or state. |
| 14. Vocabulary: Perspective - <i>noun</i> - points of view. | 29. Word Type: Adverb - A word that is used to modify a verb, adjective, adverb or the whole sentence. |
| 15. Vocabulary: Coherence - <i>noun</i> - to write so that it is understood and logical. | 30. Word Type: Conjunction - A word that joins parts of a sentence together (<i>and, or, but, because</i>) |