

# Procedure

**When do I use it?** To tell how to make or do something.

<b>GOALS</b>	State what will happen in the end.
<b>MATERIALS</b>	List any materials you will need to achieve your goal.
<b>METHOD</b>	Outline the steps needed to reach your goal. You may wish to use diagrams to illustrate the steps. Additional material such as safety notes, explanations or other comments may be added at any time.

## Use:

### Action Verbs

- cut
- stir
- glue
- nail
- mix

### Precise Vocabulary

- whisk vigorously
- lukewarm
- 3 level teaspoons
- the outside base
- strong glue

### Complex Sentences

- ..... so that .....
- If ..... then .....

# Explanation

**When do I use it?** To tell or explore how things work or how they came to be.

<b>STATEMENT</b>	Write what is going to be explained.
<b>EXPLANATION SEQUENCE</b>	Present a series of events that relate to time, or cause, or both. You might include diagrams or flow charts, which you will need to comment on.
<b>CONCLUDING STATEMENT</b>	(Optional) You may want to include an evaluation or interesting comments on what you have explained.

## Use:

### Noun Groups

- the drought-affected areas
- your body

### Passive Voice

- waves are caused by .....
- the cold is a result of .....

### Adverbial Phrases

- In all insects...
- Most parts of the world..

### Action Verbs

- erupts
- revolves
- orders

### Present Tense

- The planets revolve ..
- If the button is pushed ...

### Conjunctions, Connectives

- when
- as
- if
- cause
- create
- then

### Technical Language

- The wheel axle ..
- The digestive system ...