



# *Text Types Checklist*

<b><i>Recount</i></b>	<input checked="" type="checkbox"/>
1. Introduces relevant background—who, what, when, where and why	
2. Detailed significant events included	
3. Significant events recounted in chronological order	
4. Suitable time connectives used—next, after, then, finally, etc	
5. Written in paragraphs with natural breaks	
6. Written in the past tense	
7. Ends with a conclusion including an evaluative comment	

<b><i>Narrative</i></b>	<input checked="" type="checkbox"/>
1. Introduction provides an orientation of the setting, time and characters	
2. Series of events involving the main characters	
3. Complication involving the main characters	
4. Resolution to the complication	
5. Range of conjunctions used to connect ideas—and, but, yet, so, etc	
6. Descriptive language used in the past tense	
7. Written in paragraphs to separate sections	
8. Ends with a conclusion including an evaluative comment	

<b><i>Information Report</i></b>	<input checked="" type="checkbox"/>
1. Opening general definition or classification	
2. Sequence of related statements about the topic with accurate detailed descriptions	
3. Factual language used	
4. Written in third person	
5. Written in the present tense	
6. Linking and action verbs used	
7. Concludes with a statement	

# *Text Types Checklist*

<b><i>Procedure</i></b>	<input checked="" type="checkbox"/>
1. Opening statement of goal or aim	
2. Materials required are listed in order of use	
3. Method is presented in a detailed chronological sequence	
4. Subject specific vocabulary used	
5. Written in simple present tense	
6. Use imperative verbs—close, mix, eat, etc	

<b><i>Explanation</i></b>	<input checked="" type="checkbox"/>
1. Begins with a general statement or definition	
2. Series of events in chronological order explaining how and why	
3. Appropriate subject specific terms and vocabulary used	
4. Written in simple present tense	
5. Linking words used to show cause and effect	
6. Concludes with an evaluation or statement	

<b><i>Exposition</i></b>	<input checked="" type="checkbox"/>
1. Opening statement presents the points of view	
2. Justification of arguments in a logical order	
3. Supporting information used for each argument	
4. Controlling words and conjunctions used	
5. Written in an impersonal style	
6. Concludes with a summary of the argument	

