**Explanatory Report Assignment**

**Report Due: Friday Dec. 16**

**Presentations start: Mon. Dec. 19**

**Features of an Explanatory Report**

**Purpose:** To tell how/why:

* something was created (Examples: Science, inventions, food, sports, music)
* something came to be (Examples: Groups, music, trends, lifestyles)
* how something works (Examples: Machinery, music playing, sports)

**Organization/Intro:** Begins with a Statement, question or definition.

**Explanation of How or Why:**

* Focuses on a Process.
* Shows cause and effect connections.

**Summary:** Restates the Main Points

**Special Features:**

* Title
* Illustrations/diagrams
* Demonstration
* Technical Words/Subject Specific Vocabulary
* Present Tense words
* Transition Words (Next, then, later, also, immediately).

**\*Must include the use of 3 Credible and Reliable Websites:**

* Source where you got all your website information.
* Verify with other websites to make sure websites are correct.
* Paraphrase information into your **own** words (Can quote some info).

Length: Two pages typed. Font size 12-14.

**Evaluation:**

Ideas: -clear, focused writing (to the point)

Organization: -includes Features of an Explanatory Report

  -logical order - Transition Words

Word Choice - Technical Vocabulary for subject

Sentence Fluency

Conventions - CUPS

Voice: -appropriate for the purpose (personality shown)

Presentation: -clear titles, subtitles, captions and diagrams

Teaching: Clear voice, eye contact, and good volume