

UNDERSTANDING REPORT TEXTS

Report text is a text designed to deliver factual information.



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LANGUAGE FEATURES:

General nouns:

Report texts use general nouns to provide a comprehensive view of the topic.

Linking verbs:

Connect the main subject of a sentence with additional details about it.

Present tense:

Most report texts use the present tense to convey factual, relevant information.

STRUCTURE OF REPORT TEXTS

General classification:

A brief introduction to the subject, usually contains the description and classification.

Description:

detailed information about the subject, covering its features, characteristics, functions, or any other relevant aspects.

Text Type Information Report Structure

Hans-Jürg Suter



Text Type Information Report Structure:

Targeting Text Katrina Wood, Sue Stubbs, 2000 Targeting Text John Barwick, 1999 Series contains structured teaching units for nine most commonly studied text types **Go Facts: Teaching guide** Leone Stumbaum, 2006 **Targeting English Assessment** Lynne Sung, 2002 EFFECTIVE BUSINESS COMMUNICATION, SECOND EDITION KAUL, ASHA, 2014-12-11 Communicating a message effectively needs precision be it verbal or non verbal At the professional front the accuracy of the message to be shared becomes all the more important as the business decisions may depend on the same This book in its second edition continues to detail on the pre requisites of communicating effectively in the corporate environment and generally Beginning with an overview of business communication the book educates on the principles of communication oral and written Divided into nine chapters the first two chapters deal with oral communication and the next seven deal with different forms of written communication The book teaches how to write effective letters and prepare persuasive resum The chapters are well supported with many examples and illustrative exhibits wherever required A new chapter Chapter 9 has been added titled Writing to Communicate which presents incorrect use of language and phrases that rob the text be it a report or a letter of authenticity and credibility The chapter also presents correct use of the examples and the rationale or logic in the form of explanations Designed as a textbook for the management students this book would be equally useful for the management professionals and executives Key features Observes a simple pattern of Read Comprehend Test Follow Discusses strategies for identification and improvisation of communication skills both oral and written Provides numerous examples and illustrations that facilitate proper grasp of the topics discussed **Go Facts** Leone Stumbaum, Katrin Cornell, 2006 Brainwaves Teaching Guide Leone Strumbaun, Katrin Cornell, 2005 Teacher guide to a set of nonfiction books with attitude to grab even the reluctant readers attention Provides direct instruction in vital comprehension strategies opportunities to engage with authentic texts in a variety of text types and integration of other learning areas with reading and writing opportunities for ages 6 **Targeting Writing Across the Curriculum** Merryn Whitfield, 2001 Targeting across the curriculum book 3 upper primary **Developing Materials for Innovative Teaching and Sustainable Learning** Andrzej Cirocki, Raichle Farrelly, Taylor Sapp, 2024-10-30 This volume features current innovative and effective ways of developing instructional materials for diverse English Language Teaching ELT contexts It is divided into four sections each featuring pedagogical materials designed for specific groups of learners The sections focus on materials for general English ESP and EAP CLIL and ELT teacher education courses The chapters written by experienced educators from around the world are highly practical and detail the process of designing materials for innovative and sustainable language education The contributors reflect on their own practice describe the materials design process explain the guiding principles and connect the design process with the local context and educational policies They also offer practical tips to inspire classroom practitioners to create their own materials promoting innovative teaching and sustainable learning

Ultimately their chapters aim to encourage a world where teaching involves creativity and adaptability leading to transformative learning for both teachers and learners

Examining Writing Stuart D. Shaw, Cyril J. Weir, 2007-07-05 Test developers need to provide a clear explication of the language ability constructs that underpin the tests they offer in the public domain such an explication is essential for supporting claims about the validity or usefulness of test scores This volume describes the theory and practice of Cambridge ESOL's approach to assessing second language writing ability A comprehensive test validation framework is used to examine the tasks in Cambridge ESOL writing tests from a number of different validity perspectives that reflect the socio cognitive nature of any assessment event The authors show how an understanding and analysis of the framework and its components can assist test developers to operationalise their tests more effectively especially in relation to the key criteria that differentiate one proficiency level from another The book provides an up to date review of relevant literature on assessing writing an accessible and systematic description of the different proficiency levels in second language writing a comprehensive and coherent basis for validating tests of writing This volume is a rich source of information on all aspects of examining writing ability As such it will be of considerable interest to examination boards who wish to validate their own writing tests in a systematic and coherent manner as well as to academic researchers and students in the field of language assessment more generally Book jacket

The Wedding Report Hans-Jürg Suter, 1993-01-01 Traditional text types or genres are complex linguistic sociocultural and cognitive phenomena that can only be analysed in flexible interdisciplinary frameworks fusing structural and process oriented approaches and combining quantitative description with qualitative interpretation and evaluation The theoretical and methodological implications of the prototypical text type concept which is developed in this book are explored in an exhaustive case study of a representative ie prototypical genre the wedding report a conventional type of news report published in local English newspapers The distinctive contextual and textual features situational context text production processes function thematic structure and form on the macro and microlevel are analysed synchronically and diachronically The linguistic findings are integrated into a comprehensive view of the interplay between the genre as a linguistic frame and its sociocultural context The study puts special emphasis on addressing the methodological problems arising from the inherent fuzziness of traditional text types and can thus serve as a detailed working model of genre analysis designed to be adapted to the specific requirements of similar studies

Resources in Education, 2001-10

Literacy in Australia Amy Seely Flint, Mark Vicars, Amanda Muscat, Maria Bennet, Robyn Ewing, Kylie Shaw, Lisa Kervin, Jessica Mantei, Jeanne Iorio, Catherine Hamm, Mitchell Parker, Marcelle Cacciattolo, Lawry Mahon, Sarah Tartakover, 2024-02-20 Infused with our authors personal experiences teaching Literacy in Australia 4th Edition is delivered as a full colour printed textbook with an interactive eBook code included With a prioritised focus on the Aboriginal and Torres Strait Islander histories and cultures featured throughout the text and a greater focus on using ICT in the classroom pre service teachers will be well equipped with the knowledge of what kinds of activities they can

include in and out of the classroom for an enriching learning experience for their students Conquering Comprehension Gordon Winch,2005 Designed to teach the essential skills of comprehension in a variety of literary and factual text types in the Key Learning Areas Book 5 is for Year 5 of primary school Teaching Informational Text in K-3 Classrooms Mariam Jean Dreher, Sharon Benge Kletzien,2015-09-19 Specifically designed for K 3 teachers this accessible guide describes ways to use informational text creatively and effectively in both reading and writing instruction The book presents lessons read alouds and activities that motivate students to engage with a wide variety of exemplary texts Links to the Common Core State Standards CCSS are explained throughout Key topics include how to build academic vocabulary balance fiction and nonfiction and address the needs of English language learners Examples from diverse classrooms and end of chapter discussion questions and engagement activities enhance the book s utility as a professional development resource Reproducible handouts and other tools can be downloaded and printed in a convenient 8 1 2 x 11 size Longman Dictionary of Language Teaching and Applied Linguistics Jack C. Richards,Richard W. Schmidt,2013-11-04 This best selling dictionary is now in its 4th edition Specifically written for students of language teaching and applied linguistics it has become an indispensable resource for those engaged in courses in TEFL TESOL applied linguistics and introductory courses in general linguistics Fully revised this new edition includes over 350 new entries Previous definitions have been revised or replaced in order to make this the most up to date and comprehensive dictionary available Providing straightforward and accessible explanations of difficult terms and ideas in applied linguistics this dictionary offers Nearly 3000 detailed entries from subject areas such as teaching methodology curriculum development sociolinguistics syntax and phonetics Clear and accurate definitions which assume no prior knowledge of the subject matter helpful diagrams and tables cross references throughout linking related subject areas for ease of reference and helping to broaden students knowledge The Dictionary of Language Teaching and Applied Linguistics is the definitive resource for students Literacy Sue Palmer,Pie Corbett,2003 Sue Palmer and Pie Corbett are the best known names in Primary Literacy This book distils their vast experience and the experience of five years of the Literacy Strategy Enables the reader to discover how to really teach with what really works

Excel a Parent's Guide to Primary English and Mathematics, Years K-6 Ages 4-12 Merryn Whitfield,2003

Sociolinguistic Perspectives on Register Douglas Biber,Edward Finegan,1994-01-13 This collection brings together several perspectives on language varieties defined according to their contexts of use what are variously called registers sublanguages or genres The volume highlights the importance of these central linguistic phenomena it includes empirical analyses and linguistic descriptions as well as explanations for existing patterns of variation and proposals for theoretical frameworks The book treats languages in obsolescence and in their youth it examines registers from languages from around the globe and it offers several of the most complete studies of registers and register variation published to date adopting both synchronic and diachronic perspectives *More Than Words Secondary 2* ,

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