

Do your instructions include...

a heading and sub-headings?	
a simple introduction with a few sentences?	
a list of equipment, ingredients or what is needed?	
a method or list of steps in chronological order?	
imperative verbs?	
time conjunctions to clarify steps?	
adverbs to clarify verbs and steps?	
accurate descriptions and technical language?	
prepositions to clarify time, place and cause?	
subordinate conjunctions?	
bullet points or numbers?	
words from the year 3 and year 4 list?	
a conclusion sentence directed at the reader?	

Time Conjunctions

First,	Next,	Then,
When,	While,	Before,
After that,	Now,	Finally,

Examples of Prepositions within Instructions

Carefully, fold **over** one side... | Tuck the corners **under** each other completely...

Slowly, push the pin **into**... | Twist the pipe cleaner **around** the pencil delicately...

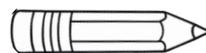
Neatly, place the shape **onto**... | Gently, thread the string **through**...

Word Bank

how to	organise	release	
collect	replace	fasten	heat
place	utensils	fold	process
repeat	complete	turn	divide
use	gather	mix	along
measure	tools	cut	arrange
attach	hold	chop	prepare
begin	grip	stir	

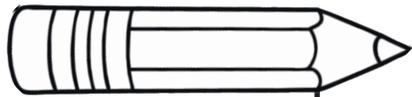
Adverbs

- Thoroughly,...
- **Gently**,...
- Carefully,...
- **Safely**,...
- Neatly,...
- **Slowly**,...
- Quickly,...
- **Cautiously**,...
- Easily,...
- **Repeatedly**,...
- Frequently,...
- **Regularly**,...
- Completely,...
- **Delicately**,...
- Significantly,...
- **Often**,...
- Gingerly,...



Subordinate Conjunctions

until	if	although	whether
.....	because	as	once	



Key Features

headings and sub-headings

a simple introduction with questions to interest the reader

a list of equipment, ingredients or what is needed

a method or list of steps

imperative verbs

words from the year 3/year 4 list

time conjunctions

adverbs

How to Give Your Puppy a Bath

Does your puppy need a bath but you aren't sure where to begin? Follow these easy instructions and soon you will have a clean puppy to cuddle and play with once again.

You will need:

- a bathtub or kitchen sink
- a bottle of puppy shampoo
- a puppy brush
- an old washcloth
- warm water
- three old towels
- a puppy comb
- a cup

Method:

1. First, collect all of the towels, cup, shampoo and brushes and place them beside your sink, tub or pool. You definitely want the towels to be on hand because your puppy might be naughty and try to splash or shake themselves dry.
2. Next, slowly fill the tub, pool or sink with warm water. Check the temperature safely with your elbow to check whether it is too hot or not.
3. While the tub is filling up, thoroughly brush your puppy to get rid of any excess fur they might shed while they are in the tub. If there are any tangles, use the comb to gently smooth them out.

4. Once the bath is ready, delicately place your puppy in the warm, soapy water. Use the cup to pour bath water all over your puppy's back from tail to the back of the head. Avoid the face area for the moment.
5. When their fur seems wet enough, cautiously add the appropriate amount of shampoo to your palm and rub your hands together. Read the instructions on the bottle completely so you don't squeeze out too much. This could harm your puppy's skin or eyes. Starting at the head, work the soap carefully into your puppy's fur, down the back to the tail and then into each of their four paws. Make sure you wash their tummy too.
6. After that, rinse the soap off using the cup and with your free hand, neatly work the bubbles out of the fur as you pour. Rinse repeatedly until all the bubbles in your puppy's fur disappear.
7. Now, dip the washcloth in the soapy water and wipe gingerly all around your puppy's face. Try not to get any water in their eyes.
8. Finally, lift your puppy out of the bath and onto one of the towels. Quickly, cover them with another towel and massage it all up and down their body until you are certain they are dry enough. You probably want to do this before they have a chance to shake and soak you in the process.

Now, you are ready to play with your nice, clean puppy once again. Enjoy!

Key Features

bullet points or numbers

subordinate conjunctions

prepositions

technical language

a simple conclusion