

DIFFERENT TYPES OF TEXT

Name _____ Date _____

There are four different types of text:

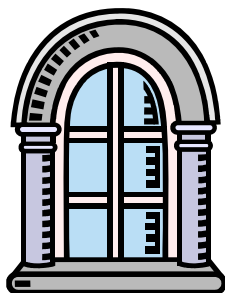
- ◆ Instructive
- ◆ Persuasive
- ◆ Informative
- ◆ Descriptive

A. Go to the window. Open it by placing your hands on the handles and pulling the windows apart in a swift motion. Be careful not to open the windows too quickly, however, as the glass is delicate and may break with force.



B. Go to the beautiful-crafted, visually-impressive window at the side of this magnificent old room. Place your sensitive, delicate hands on the rough metal handles and move outwards in a beautiful, gliding motion. When the window is opened, lean forward and breath in the fresh morning dew, taking in all the sights and smells of the countryside.

C. This window was constructed in 1995 by the firm Glassman and Shaper. It is made from the material UPVC, which is a type of material used on most new windows and patio doors. The material is an extremely rigid plastic, and it is regarded as a good innovation in terms of soundproofing and weather-resistance.



D. This beautiful window is as fine a piece of workmanship as you'll ever see. Constructed using only the finest plastics, it is a stunning example of British manufacturing, and should be celebrated as a true work of art. Although there may be many like it, this one is utterly unique in its appeal, having been owned by a number of celebrities over the years, and so is of great commercial and sentimental value. Buy now to avoid disappointment, as, at this low, low price, this window really won't be around for long!

- Instructive texts tell you what to do.
- Persuasive texts try to convince you to do something.
- Informative texts give you information about something.
- Descriptive texts describe things to you in detail.

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Can you tell which text is which?

This house is a beautifully-detailed detached bungalow with a sunny eastern exposure and a large garden. Although it needs minor renovations, the property comprises a downstairs three-piece fitted bathroom suite, a spacious double bedroom with large fitted wardrobes, a comfortable kitchen-diner and a good-sized living room.



Is this text descriptive or persuasive?

Actually, it's a little bit of both. Some of the terms are definitely describing the house in question, but some of them are quite clearly 'selling' the property to the reader (bear in mind: most readers of this text will be people looking to move house).

Sometimes it is worth looking at specific words in texts like this and asking what the writer really means by them...

For example: *'Sunny eastern exposure' on the surface says that the east side of the house gets a lot of sunshine. What it might also mean, however, is that three sides of the house are usually in grim darkness!*

Or: *'Three-piece fitted bathroom suite' might sound very nice, but consider this: a bathroom suite would have to be fitted, otherwise it would not be attached to the walls. Moreover, a three-piece bathroom suite normally means sink, toilet and bath – no shower!*

Have a go yourself with the following terms:

'Comfortable' might mean _____

'Good-sized' might mean _____

'Needs minor renovations' might mean _____

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Now try it for yourself...

Persuade somebody to buy the above house



Now, describe it:

Now write a short informative piece about it:

Lastly, write brief instructions as to how you might get there:

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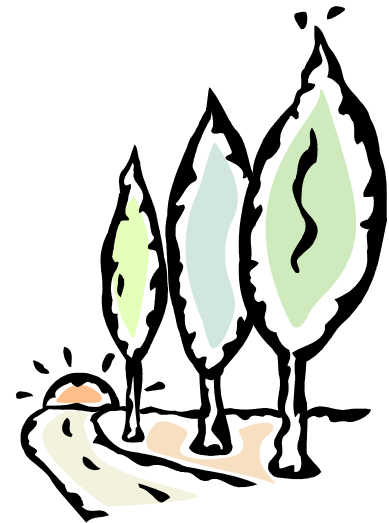
Sometimes it is helpful to use two text types at the same time.

For example:

Turn right, turn left and then go straight on to the traffic lights.

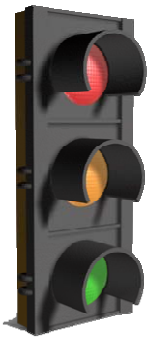
This is a clear set of instructions as to how to get somewhere, but for somebody who does not know the area, this may be very hard to find. The following might be much better to use:

Turn right next to the White Lion pub (it's a great big white building – you can't miss it!) then turn left onto the short bumpy road and go straight on until you come to the traffic lights next to the red post box.



By giving additional descriptive detail, the writer makes it much easier for the person following the instructions to get where they are going. Landmarks such as post boxes and pubs are excellent when giving directions.

Beware, though, not to cross over with informative information when giving directions, as this could lead to even more confusion. For example:



Turn right next to the White Lion pub, which was originally built in 1800 and is one of the oldest pubs in the area. It's landlord, Mike Turner, has run the pub for over twenty years, and has lots of friends in the local community. Then, turn left onto the short bumpy road, which was used at the end of the 1800s by farmers with horses and carts transporting fruit, vegetables and other items to and from markets. Then, keep going straight on until you come to the traffic lights next to the red post box. The traffic lights were replaced last year after they were proven to be faulty, but the red post box is currently the last remaining original red post box in the area.

As you can see, too much information makes the directions very difficult to follow.

Worse, though, try to avoid mixing persuasive writing with instructive texts!

Turn right next to the beautiful antique sign, which is a real relic and well worth investing in for any sign enthusiasts. Then, turn left onto the short, bumpy road, which is currently up for sale at an absolute bargain price and is a real piece of farming history. Lastly, go straight on to the traffic lights, which are another piece of recent motoring history and which would be a fine purchase for any town planning authority, based on their excellent reliability figures and safety management features.



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Check your skills

Andy took Stephanie's soft, gentle hand and gazed lovingly into her eyes. Her head turned and her glittering blue eyes sparkled in the lashing rain. This was love, and she knew it. He flashed a smile and his perfect white teeth shone brightly in the moonlight, and in an instant he had wrapped his arms around her slight waist and pulled her in for a tender kiss.



The above text is from a:

- a) Dating website
- b) Magazine story
- c) Romance novel
- d) Email newsletter

The text is (tick one):

- Persuasive
- Instructive
- Descriptive
- Informative

Bolton is one of the largest towns in the United Kingdom. The town's leading educational establishment, Bolton Institute of Higher Education, was granted university status in 2004 as The University of Bolton, and now has a large one-campus facility in the heart of the town centre and an additional centre in Dubai, and by 2012 the campus will be shared by a sports and health centre/swimming pool, which is being co-funded by local council initiatives.



Bolton's leading colleges are also building key sites right across the road from the university, which will open in the next twelve months. Boasting also an excellent museum, a large new shopping centre and also one of the oldest public houses in the United Kingdom, it is fair to say that all the elements are in place for Bolton's next bid to become a city.

The above text is from a:

- a) Newspaper
- b) Magazine
- c) Tourist information leaflet
- d) Corporate report

The text is (tick two):

- Persuasive
- Instructive
- Descriptive
- Informative

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Visit the Lakes!



The Lake District features some of the nation's finest rivers and greenery. With an abundance of sights and sounds, the area is regarded as the real jewel in the crown of Britain's countryside. Whether it's visiting the local steam railways (which run journeys throughout the region several times a day), climbing the mountains or relaxing with a quiet pint in a traditional country pub, you'll never be bored for even a minute. Prices start from just £99 per person per week for a traditional self-catering stone cottage, and with limited availability throughout the summer months it's worth booking now to avoid disappointment!

The above text is from a:

- a) Holiday Brochure
- b) Newspaper report
- c) Magazine feature
- d) Newsletter

The text is (tick two):

- Persuasive
- Instructive
- Descriptive
- Informative

Product Information!



Due to an unexpected product failure, Betterworths Ltd. are immediately recalling all Globetel 100 mobile phones. This is an immediate recall due to a major health and safety fault causing the telephone aerials on certain models to catch fire if exposed to direct sunlight. Please return all Globetel 100 mobile phones bought after 21/01/2011 to your nearest Betterworths outlet immediately for a refund.

The above text is:

- a) A product recall notice
- b) A newspaper report
- c) An advertisement for a new type of mobile phone
- d) An instruction manual

The text is (tick two):

- Persuasive
- Instructive
- Descriptive
- Informative

DIFFERENT TYPES OF TEXT

Teaching notes, answers and curriculum mapping

Background

I had found that some of our L2 and higher L1 learners were really lacking a challenge in literacy. One of the things that they found hardest was deciphering the purpose of different texts. So I set about constructing a resource which could help with this and provide something of a challenge

Answers

Cat flap

10, 3, 7, 1, 9, 2, 4, 11, 6, 5, 15, 14, 17, 8, 12, 13, 16.

Check your skills

Many answers are open to discussion but the *most likely* answers are:

1. Romance Novel. Descriptive
2. Newspaper. Persuasive and informative
3. Holiday brochure. Persuasive and descriptive
4. Product recall notice. Instructive and informative

Curriculum Coverage

Adult Literacy

Covers many aspects of the adult literacy curriculum including those listed below. For related resources and further links visit the resource description page at www.skillsworkshop.org

Level 1

Rt/L1.2 Recognise how language and other textual features are used to achieve different purposes (e.g. to instruct, explain, describe, persuade)

Wt/L1.4 Use language suitable for purpose and audience

Level 2

Rt/L2.2 Identify the purpose of a text and infer meaning which is not explicit

Rs/L2.1 Use implicit and explicit grammatical knowledge, alongside own knowledge and experience of context, to help follow meaning and judge the purpose of different types of text

Rs/L2.2 Use punctuation to help interpret the meaning and purpose of texts

Rw/L2.3 Recognise and understand vocabulary associated with texts of different levels of accessibility, formality, complexity and of different purpose

Wt/L2.5 Use formal and informal language appropriate to purpose and audience

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Functional English

Also useful for underpinning Functional English. The main skills are highlighted below but exact coverage will depend on the learner group and how this resource is used by the teacher.

Adapting this resource - for embedding the Level 1 and 2 Functional English criteria (see below) in vocational areas ask learners to look at a range of texts directly related to their work area. The writing tasks can also be adapted accordingly.

Functional English - reading
Level 1 Read and understand a range of straightforward texts (in more than one type of text)
Identify the main points and ideas and how they are presented in a variety of texts
Read and understand texts in detail
Utilise information contained in texts
Identify suitable responses to texts
Level 2 Select, read, understand and compare texts and use them to gather information, ideas, arguments and opinions (in three or more texts)
Select and use different types of texts to obtain and utilise relevant information
Read and summarise, succinctly, information/ideas from different sources
Identify the purposes of texts and comment on how meaning is conveyed
Detect point of view, implicit meaning and/or bias
Analyse texts in relation to audience needs and consider suitable responses
Functional English - writing
Level 1 Write a range of texts to communicate information, ideas and opinions, using formats and styles suitable for their purpose and audience
Write clearly and coherently, including an appropriate level of detail
Present information in a logical sequence
Use language, format and structure suitable for purpose and audience
Use correct grammar, including correct and consistent use of tense
Ensure written work includes generally accurate punctuation / spelling & that meaning is clear
Level 2 Write a range of texts, including extended written documents, communicating information, ideas and opinions, effectively and persuasively
Present information on complex subjects clearly and concisely
Present information/ideas concisely, logically, and persuasively
Use a range of writing styles for different purposes
Use a range of sentence structures, including complex sentences, and paragraphs to organise written communication effectively
Punctuate written text using commas, apostrophes and inverted commas accurately
Ensure written work is fit for purpose and audience, with accurate spelling and grammar that supports clear meaning