

Genre features: Non-chronological reports	
Year 1	Year 2
I wrote in the present tense I wrote in the third person I used co-ordinating conjunctions to link two main ideas I used subordinating conjunctions in the middle of sentences I included factual information I included pictures and diagrams I used noun phrases to inform	I wrote in the present tense and third person I included an opening paragraph that explains what the report is about I used sub-headings to label content I used co-ordinating conjunctions to link two main ideas I used subordinating conjunctions in the middle of sentences I included factual information I included pictures and diagrams I used noun phrases to inform I used apostrophes to show possession
Year 3	Year 4
I used clear, bold writing for my page title I included an introductory paragraph I included sub-headings (with some written as questions) to interest the reader I used technical words to do with the subject I included labelled diagrams I wrote captions for pictures and diagrams I organised information into paragraphs I used present tense (or past tense for historical reports) I included facts or pieces of information written in sentences I used only factual adjectives I used full stops and capital letters in the right places I included a question to the reader	My introduction includes a general description about what is to follow I organised my report in specific categories, using paragraphs to group related ideas I ended with a conclusion I used the present tense (or past tense for a historical report) I used the third person I used technical words I used a range of adverbials and conjunctions The information I included was factual and accurate I included labelled diagrams and pictures if they enhanced the report I included subordinating conjunctions to join clauses, including as openers
Year 5	Year 6
My report describes the way things are I wrote an opening statement I used paragraphs I used an impersonal tone My report is non-chronological I used verbs in the present tense I included some modal verbs I made some use of the passive voice I used correct technical words I gave clear explanations when needed I used some longer/complex sentences I used appropriate and helpful punctuation I included headings I used quotation marks correctly	My report has a clear opening paragraph which indicates what it is about My opening paragraph includes generalisations or classifications The main body of my report is clearly organised into paragraphs The information is factual and accurate The style is formal with no personal pronouns I used present tense or past tense for historical reports I used precise, descriptive language and technical terms I included a summarising comment to finish my report I used at least three complex sentences I used conjunctions of comparison and contrast