Procedural Writing: **How to …**

Title:
What the procedure will show you how to do

Goal
What you will achieve by the end of the procedure

Material
What you will need and how many of each item.

Steps
Step-by-step instruction to show what to do in order.

Bossy words

A **bossy word or** better known as ***imperative verb*** is one that tells someone to do something, so that the sentence it is in becomes an order or command. For example, in this sentence (a command, telling an action that must be done): Fold your clothes up. The **imperative verb** is 'fold'. Think them as orders from a boss!

How To Make Lemonade Juice

Follow these instructions to make yourself a glass of delicious lemonade.

To make lemonade, you will need:

- a jug
- a wooden spoon
- an lemon squeezer
- three lemons
- a cup of sugar
- water

Bullet points

Steps:

1. **Cut** the lemons in half and squeeze them on the lemon squeezer.
2. **Pour** the lemon juice into the jug.
3. **Fill** the jug with water
4. **Add** the sugar
5. **Stir** until the sugar is mixed completely.

Your lemonade is ready to be served.

Numbered steps

More examples for giving instructions.
Wash the dishes.
Kick the ball.
Close the door.
Stir the pancake mix until there is no lumps.

A. Add some imperative verbs to the sentences below to turn them into instructions.

Plug	Shut	Pour	Turn	Switch

1. _____ right at the traffic lights.
2. _____ the juice into the glass.
3. _____ the kettle in before you use it.
4. _____ on the television, please.
5. _____ the window, it is very cold.

B. Complete this procedural writing below.

Follow these instructions _____
_____

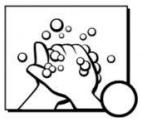
You will need:

- _____
- _____

Steps:


_____
_____


_____
_____


_____
_____


_____
_____


_____
_____

Now your hands are clean from germs.

LIVEWORKSHEETS