



Procedure Text: MANUAL

Grade 9 | SMPIT AI Uswah

Read
Analyze
Explore
Learn!



Group Members

1. _____
2. _____
3. _____

1

How to ...

Write the title of the manual book (what the text is about) based on the video or text you watch/read.



2

Product Information

a. Product Name:

b. Parts of the Product:

1. _____
2. _____
3. _____
4. _____
5. _____

c. Function of the Product:



Knowing
the product
helps you
use it better!

3

Goal / Aim

What is the purpose of the manual? What does the product help us do?



4

Materials / Items Needed

List the materials or items needed to use or make the product.

1. _____
2. _____
3. _____
4. _____
5. _____



The right tools
make the job
easier!

5 Steps / Methods

Write the steps or methods to use/make the product based on the manual.

1. _____
2. _____
3. _____
4. _____
5. _____



6 Warnings / Safety Rules

What are the safety rules or warnings mentioned in the manual?

1. _____
2. _____
3. _____
4. _____
5. _____



7 Language Features

Identify the language features used in the manual.

1. **Action Verbs** → Write more than 5 examples from the manual.

2. **Negative Commands** → Write more than 5 examples from the manual.

3. **Sequence Adverbs** (e.g., first, next, then, finally)



8 Three Tools Used to Make/Use This Product

Mention 3 tools (if any) used to make or use this product.

1. _____
2. _____
3. _____

Small steps make big results!

