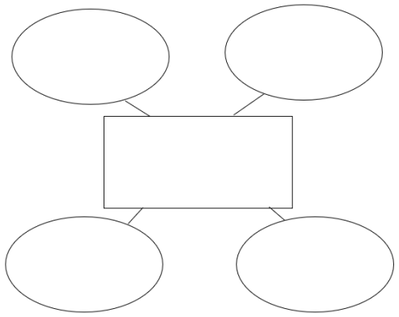
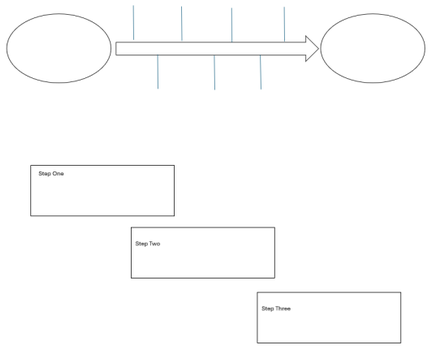
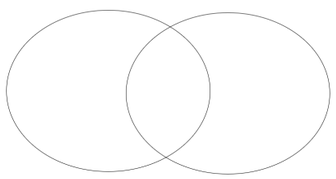
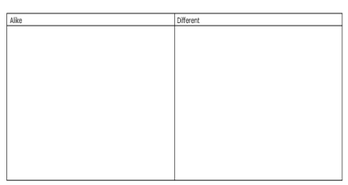
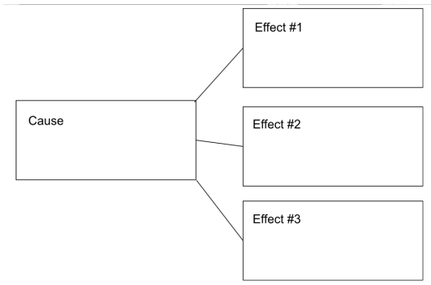
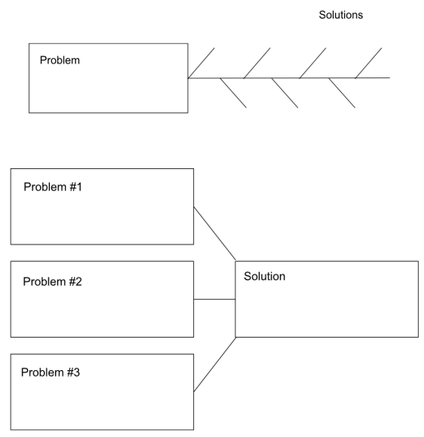
Structure	Definition	Signal words	Graphic Organisers	Summary Questions	Paragraph Frames
Description	The author explains a topic, idea, person, place or thing by listing characteristics, features, and examples. Focus is on one thing and its components.	For example Characteristics are Such as Looks like Consists of For instance Most important Look for topic word (or synonym) to be repeated throughout the text.	Link to description graphic organiser 	What specific person, place, thing, event, or concept is being described? How is the topic described? (How does it work? What does it do? What does it look like? Etc.) What are the most important attributes or characteristics? How can the topic be classified? (E.g. A robin can be classified as a type of bird.)	A _____ is a type of _____. It is made up of _____ and looks like _____. Some _____ have _____ such as _____. For example, _____. _____ has several characteristics. One characteristic is _____. Another is _____, which is important because _____.
Sequence	The author lists items or events in numerical or chronological order. Describes the order of events or how to do or make something.	First, second, third Next Then, after Before, prior to Not long after While, meanwhile Simultaneously At the same time Following Finally At last In the end On (date) At (time) Directions	Link to sequence graphic organisers 	What sequence of events is being described? What are the major events or incidents that occur? What are the steps, directions, or procedures to follow? (What must be done first, second, etc.?) What is the beginning event? What other events or steps are included? What is the final outcome, event, or step?	Here is how a _____ is made. First, _____. Next, _____. Then, _____. Finally, _____. On (date) _____ happened. Prior to that _____ was ____. Then_____. After that _____. In the end, _____.
Compare and Contrast	The author explains how two or more things are alike and/or how they are different.	Differs from Similar to In contrast Alike Same as As well as On the other hand Both Either, or Not only, but also Yet, although, but However Also look for “-est” words Best Fewest Tallest	Link to compare and contrast graphic organisers  	What items are being compared? What is it about them that is being compared? What characteristics of items form the basis of the comparison? What characteristics do they have in common; how are these items alike? In what way are these items different?	_____ and _____ are alike in several ways. Both _____ and _____ have similar _____. Both also _____ as well as _____. On the other hand, one way they differ is _____. Another difference is _____. Although they share _____, only _____ is the ____-est.

Causes and Effect	The author lists one or more causes or events and the resulting consequences or effects. Effect = what happened? Cause = what made it happen? Purpose is to explain why or how something happened, exists, or works. *Often there will be an “if/then” pattern	Reasons why Reasons for If… then As a result of Therefore Because of So Since In order to Leads or leads to Effects of Caused by Result Outcome Impact Influenced by Brought about by	Link to cause and effect graphic organisers 	What happened? Why did it happen? What was the reason for…? What was the effect(s) of the event? What happened as a result of…? What were the results or outcomes caused by the event? In what ways did prior event(s) cause or influence the main event? Will this result always happen from these causes?	The reason why ____ happened was because of ____. If ____ hadn’t happened, then ____. Due to ____ occurring, ____. This explains why ____. The cause of ____ is not easy to define. Some people think the cause is ____. Others believe the main cause is ____. Understanding the cause of ____ is important because ____. The effects of ____ are significant because ____. One effect of ____ is ____. Another result is ____. Because of these outcomes, it is important that ____.
Problem and Solution	The author states a problem and lists one or more possible solutions to the problem. May also include the pros and cons for the solution.	Problem is… Dilemma is… Puzzle is… Solved Question Answer Because Since This led to The main difficulty One possible solution is… One challenge… Therefore, The led to, so that If…then, thus	Link to problem and solution graphic organiser 	What is the problem(s)? Who had the problem? What is causing the problem? Why is this a problem? What is wrong and how can it be taken care of? What solutions are recommended or attempted? What can be improved, changed, fixed, or remedied? What are the pros and cons of the solutions offered?	____ had/is a problem because ____. One possible solution is ____. This solution is beneficial because____. Therefore, ____. As a result, ____. The problem of ____ really boils down to the issue of ____. In the past, the common solution was to ____. However, this was only effective in terms of ____. There are now other solutions that might work. One option would be to ____.