

# Features of Instructions

## ***Structure & Layout:***

- **Clear title** stating what will be done or made
- **A list of materials** – items required to successfully follow the instructions
- **Clear layout** – each instruction has its own line or paragraph
- **Organisational features** (bullet points, boxes etc.)
- **Diagrams** with labels
- **Hints and tips** or alternatives

## ***Purpose:***

- To instruct a reader how to do something

## ***Language:***

- **Present tense**
- **Second person** (usually)
- **Technical** vocabulary
- Often **impersonal** language (although some are more personal)
- **Time adverbs** for sequencing events (*now, next, afterwards*)
- Bossy **imperative verbs** to instruct