

Writing to Explain

Audience	Purpose	Examples	Typical Structure	Typical Language Features
Someone who wants to understand a process or a concept.	To help someone understand a concept or a process.	Exam answer (explain).	<p>The concept/process is raised at the start and often summed up at the end.</p> <p>Paragraphs are used to introduce different reasons or to show steps in a process.</p> <p>Use of the third person (it, they)</p> <p>Use of specific key words to help explanation.</p> <p>Can include diagrams to help explanation.</p>	<p><u>Sequence</u> Firstly, secondly, next, gradually, over time, eventually, finally.</p> <p><u>Cause and Effect</u> Consequently, as a result, because of, therefore, until, whenever, depending upon</p> <p><u>Comparison</u> Equally, similarly, compared with</p> <p><u>Addition</u> Furthermore, moreover, in addition to</p>