

# **Success Criteria: Report Writing**

## **Knowledge**

- I will remember to include an introduction and a conclusion that summarize my main point
- I will include information that will provide a clear understanding of the topic.
- I will think about *Who? What? When? Where? Why? And How?* To help me gather and organize the information.

## **Thinking**

- I will include interesting content and sufficient supporting details.
- I will organize information so that ideas are presented in a logical sequential manner
- I will demonstrate a clear purpose and focus for my writing.

## **Communication**

- I can use varying sentence structure and combining words.
- I will use vocabulary that is appropriate for the subject.
- I will use descriptive words, phrases, and ideas.
- I will use conventional spelling, grammar, and punctuation.
- I will organize my ideas into paragraphs.
- I will select the presentation style that would best suit the writing (print, graphics, layout, pictures, captions, etc.)

## **Application**

- I will use information from a variety of sources.
- I will evaluate which information is important and determine if it is suitable to include in the writing. If it is not suitable, I will gather more information.
- I will use my personal experiences and prior knowledge to gather, organize and present the information.

# Report Writing Advance Organizer

