

Procedural Writing

Example of Procedural Writing

Purpose:

To instruct your reader on how to complete a task. Procedural writing usually fits into either how to make something or how to do something.

Hokey Pokey Recipe

(1) Hokey Pokey is a classic kiwi treat. It's easy to make but can be tricky to time it. You'll want to make sure you watch it so that it doesn't burn! To get started, you only need three ingredients which you probably already have in the pantry.

(3) Ingredients:

- 5 tbsp white sugar
- 2 tbsp golden syrup
- 1 tsp baking soda

(3) Method:

1. (8) **Grease** the base of a 20cm baking tin.
2. (8) **Put** sugar and golden syrup into a saucepan. (8) **Heat** it on low, stirring constantly, until sugar (1) **dissolves**.
3. Turn up the heat and bring the mixture to a boil. (8) **Boil** for two minutes. (4) **Stir occasionally to prevent burning**. Take off the heat and add baking soda. (8) **Stir** baking soda in and mix quickly – the mixture will froth up and grow rapidly.
4. (8) **Pour** into the greased tin (5) **immediately** and leave too cold. Once cold and set, break into pieces.

Serve (7) **your** hokey pokey as it is, or coat the pieces in melted chocolate for a special treat.

Present tense

Follows a logical sequence. Is in sections:

goal/aim

materials/ingredients/resources

method/steps

conclusion

Headings (eg. ingredients, method)

Uses technical vocabulary and is straightforward and factual

Uses time connectives and conjunctions to show chronological order

May use visuals (images/illustrations/maps/photos)

Second person pronouns (you, your)

Uses imperative verbs (cut, take, boil, hold)