


# Lesson 1

## What is a Functional Text?

### Materials Needed:

-  pen, pencil, or marker
- square sheet of paper

### Journal

Do you think it is important to follow directions when completing a task? Why do you feel this way? **Write at least five (5) sentences** in response.

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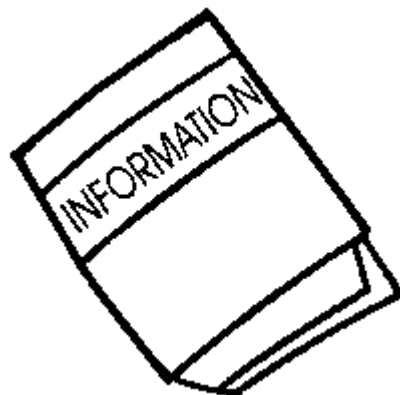
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**① What is a functional text?**

A **functional text** is a text that is used to gain information in order to complete a task. It is called this because it helps you *function* on a daily basis. For example, when you need to call someone but you don't have their number, you go to the phonebook and look it up. A *phonebook* is a functional text because it is used to find out information that helps complete a task.



Can you think of some texts that help you in your everyday life?

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**Instructions** are an example of functional texts that appear almost daily.

Instructions can be anything from directions on a test at school to a *How To* manual that gives step-by-step directions on how to complete a task.

**Directions:** Follow the instructions below. Use the diagrams to help you complete the task.

Here are some vocabulary words you will need to know in order to complete this activity.

Vocabulary word	Definition
<b>origami</b>	the traditional Japanese art or technique of folding paper into a variety of decorative forms
<b>diagonally</b>	extending from one corner of a solid figure to an opposite corner
<b>perpendicular</b>	meeting a given line or surface at right angles
<b>vertically</b>	straight up and down; up right position
<b>clockwise</b>	in the direction the hands on the clock move; moving right

Have you ever tried or seen someone doing origami? \_\_\_\_\_

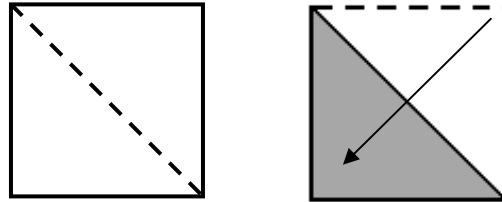
## How To Make an Origami Whale

### What you'll need:

square sheet of paper  
marker, pen, or pencil  
a flat smooth surface to work on

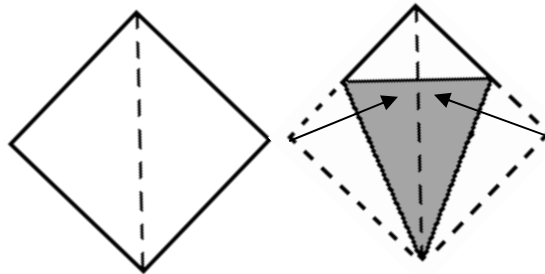
### Step 1

Start with a square piece of paper. The paper must be square, not rectangular, in order for this origami figure to work. Fold the piece of paper in half diagonally from corner to corner.



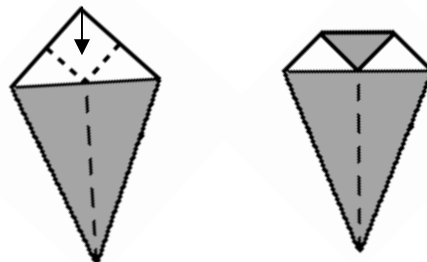
### Step 2

Open the piece of paper back up and turn it so the crease is perpendicular to you. Fold in both of the side corners to they meet at the crease in the middle.



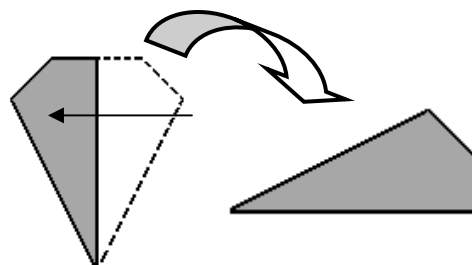
### Step 3

Fold the top tip down to meet the other two corners.



### Step 4

Fold in half vertically and turn clockwise so the straight side is facing you.



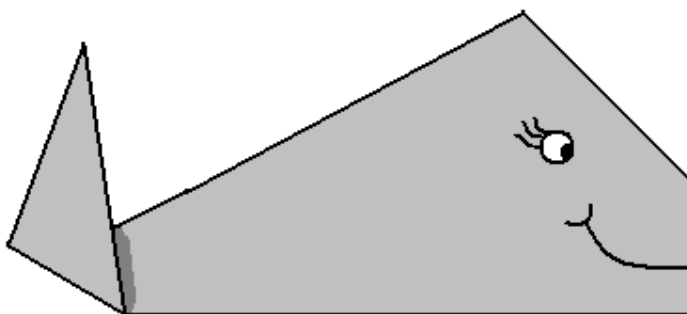
**Step 5**

Fold the left tip up to create the whale's tail.



**Step 6**

Create a face for your whale. For example, you could draw an eye and smile for your whale. Be creative!



Some things to keep in mind when *writing* instructions are:

✓ **Remember Your Audience**

When writing instructions, it is important to remember who will be reading them. It is better to assume that the person following your **directions** knows nothing about what you are telling them to do. It is important to write out every single step, no matter how silly it may seem to you. For example, if you are writing directions for your grandmother on how to search for something on the internet, you cannot assume she even knows how to turn the computer on.

✓ **Keep It The Same**

It is important to keep things the same, or consistent, when you write instructions. For example, since instructions usually are written in chronological order, meaning in the order the steps should happen, each step should be numbered or labeled. If you choose to number your steps, make sure you number them from beginning to end, don't switch over to letters. Also, keep your vocabulary the same throughout. If you call something a "thing-a-ma-doodle" in step one, make sure to call it the same name throughout your instructions.

✓ **Visuals**

Often times when reading a book, pictures can help you to better understand what you are reading. Well, this is true when following instructions. Drawing diagrams or adding pictures to your instructions can help to clear up any questions your audience might have about their task.

✓ **Testing, 1-2-3!**

It is very important to test your instructions before your audience uses them. Make sure your instructions are organized, detailed, and make sense. Once you feel your instructions are complete, have someone else test them. Do not help your tester in any way. Let them complete the task with your instructions on their own, making notes if something is unclear or confusing. Once they have completed the task, ask them for feedback on your instructions.

**Helpful tips for writing instructions:**

- ☑ **Use a title that clearly explains what the instructions are going to do.**

For example, “How to tie a knot.” This title tells the audience exactly what the instructions are going to help them do.

- ☑ **Use clear, simple sentences.** Sentences that contain too many details can be confusing.

- ☑ **Use action verbs.** For example, *hold, lift, pick up, twist*, are some examples of action verbs you might see in a set of instructions.

- ☑ **Make sure you inform your audience of any dangers that might arise within the task they are about to complete.** For example, in the instructions for “How to chop an onion,” a warning would be to curl fingertips away from the blade of the knife to avoid getting cut. Be specific when giving these warnings.

**A quick review!** Use what you learned from the first semester of this course to fill in the following definition. If you can't remember, use a dictionary to look it up!

A **verb** is \_\_\_\_\_

**Directions:** **Write** a sentence for each of the verbs below. If you are unsure of the meaning of a word, look it up in a dictionary or on the Internet!

1. (carry) \_\_\_\_\_.

2. (look) \_\_\_\_\_.

3. (twist) \_\_\_\_\_.

4. (jog) \_\_\_\_\_.

5. (wipe) \_\_\_\_\_.

6. (peel) \_\_\_\_\_.

7. (freeze) \_\_\_\_\_.

8. (whisper) \_\_\_\_\_.

9. (shake) \_\_\_\_\_.

10. (uncover) \_\_\_\_\_.





