

Introduction

Non-fiction writing is all around us, giving information and facts about the world. It isn't just found in books, for example, magazines, newspapers and many websites contain forms of non-fiction.

This book shows you how to read different types of non-fiction writing for information or interest. It explains the forms, purposes and features of non-fiction, with examples. The activities will help you develop your reading skills and your understanding of non-fiction texts. The book will also help you to improve your own non-fiction writing by thinking about the purpose and form of the writing and the audience you are writing for.

Finding your way around this book

Before you start using this book, write your name in the name box on the first page.

Then decide how to begin. If you want an overview of the different sorts of non-fiction writing, which will help you to develop your skills at finding and using information, you should work right through the book from beginning to end. Another way to use the book is to dip into it when you want to find out about a particular topic, such as skim reading. The Contents page will help you to find the pages you need.

Whichever way you choose, don't try to do too much at once – it's better to work through the book in short bursts.

When you have found the topic you want to study, look out for these icons, which mark different parts of the text.



This icon shows you the activities that you should complete. You write your answers in the spaces provided. This book does not include answers to the activities because there are so many different possible answers and it wouldn't be practical to list all of them. Check your answers with an adult and when you are sure that you understand the topic, put a tick in the box beside it on the Contents page. On page 40 you will find suggestions for some projects (**Now you try**), which will give you even more opportunities to improve your understanding of reading and writing non-fiction.



This text explains the topic and gives examples. Make sure you read it before you start the activities.



This text gives you useful background information about the subject.