

## Non-Chronological Report Success Criteria

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Topic title covers the whole subject.	
Brief introduction paragraph gives who/what/when/where overview.	
Use formal language and present tense verbs.	
Make the information is organised into paragraphs.	
Make use of headings and sub-headings.	
Write in third person	
Some information may be in fact boxes or bullet-point lists.	
Make use of chronological order.	
Use conjunctions to join ideas.	
Use diagrams and captions.	