

Structure

Formalities

The title of the instructions or recipe.

Introduction

Sets out the purpose - what is the main problem?

Main body

Give a convincing argument to persuade the reader your opinion is correct.

Instructions

A numbered list of instructions to be followed out.

Final Warning/ Conclusion

A sentence about the final product.

Literacy Knowledge Organiser

Persuasive Letter

The purpose is to convince the reader toward a certain point of view.

Grammar Focus 1: To use proper nouns.

A proper noun is a specific name for a person, place or thing that needs a capital letter.

Dear **Fairy Tale Council**, I would like to make a complaint.

proper nouns

Grammar Focus 2: To use adverbs of manner.

An adverb of manner describes how something happens.

Anxiously, we crossed the bridge.

adverb of manner

Grammar Focus 3: To use subordinating conjunctions.

A subordinating conjunction joins a subordinating clause to another clause or sentence

I stayed inside **because** it was raining.

subordinating conjunction

